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REPORT
OF THE
Receipts and Expenditures
OF THE
Town of Middleton
FOR THE
Year Ending December 31, 1963



The Mirror Press — Danvers, Mass.

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Flint Public Library

Middleton, Mass.



Rare Book Collection

Town Meeting Warrant

The Commonwealth of Massachusetts

Essex, ss. To either of the Constables of the Town of Middleton in the County of Essex:

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet at the Howe-Manning School Auditorium in said Middleton on Tuesday the Tenth day of March next, at eight o'clock in the afternoon, then and there to act on the following articles:

ARTICLE 1. To hear and act on Committee Reports.

ARTICLE 2. To see if the Town will vote to authorize the Town Treasurer, with the approval of the Selectmen, to borrow from time to time in anticipation of the revenue of the financial year beginning January 1, 1964, and to issue a note or notes therefor payable within one year, and to renew such note or notes as may be given for a period of less than one year, in accordance with Chapter 44, Section 17 of the General Laws.

ARTICLE 3. To fix the compensations of elected officers, provide for a Reserve Fund, and to determine what sums of money the Town will raise and appropriate, including appropriations from available funds to defray charges and expenses of the Town, including debt and interest, for the ensuing year.

ARTICLE 4. On petition of John Spottiswood and others to see if the Town will vote under Massachusetts General Laws (Ter. Ed.) Chapter 121, Section 26K, as amended, to establish a Housing Authority and in that connection to make any and all determinations and declarations deemed necessary or desirable, and take any action in relation thereto.

ARTICLE 5. On petition of the Board of Selectmen, to see if the Town will vote to grant a Stabilization Fund in accordance with Chapter 40, Section 5B of the General Laws as amended, and to appropriate and transfer sums of money from time to time to and from such fund.

ARTICLE 6. On petition of the Board of Electric Light Commissioners, to see if the Town will vote to accept the sum of \$11,500.00 from the earnings of the Electric Light Department; said sum to be used for the reduction of taxes.

ARTICLE 7. On petition of the Board of Electric Light Commissioners, to see if the Town will vote to install 12 (twelve) street lights in the Brigadoon Subdivision off South Main Street; these lights to be installed on the existing developed streets, and to appropriate the sum of \$1,200.00 for the purchase of materials to install these fixtures; said amount to be taken from the earnings of the Electric Light Department.

ARTICLE 8. On petition of the Selectmen, to see if the Town will vote to authorize the Selectmen to acquire by purchase, take by eminent domain, or otherwise acquire in fee by the Town, certain parcels of land situated on the northerly and southerly side of Mt. Vernon Street, as is more minutely described on "Plan of a Portion of Mt. Vernon Street from King Street Southwesterly in the Town of Middleton, Massachusetts, dated May, 1963, Holt & Goodwin, Land Surveyors," on file in the Town Clerk's office, for use as highway and public utility purposes; and to raise and appropriate the sum of \$1,000 for the purpose of such acquisition and land damages, said amount to be taken from available funds.

ARTICLE 9. On petition of the Board of Health, to see if the Town will vote to appropriate \$365.00 as the Town's share for the support of a Child Guidance Clinic for the Mental Health Association of the North Shore.

ARTICLE 10. On petition of the Board of Water and Sewer Commissioners, to see if the Town will vote to have the Moderator appoint a Committee to study the report of Whitman & Howard, Engineers, in regard to a Town Water System and any other facts and information which may be available. This committee to be appointed as follows: Board of Water Commissioners, three members; one member each from the following Boards, Selectmen, Planning Board, Industrial Development Commission and two Citizens of the Town; and to appropriate the sum of \$400.00 for expenses of this Committee, said sum to be taken from the Water Department Account; this committee to report back its actions and recommendations at a Town Meeting not later than the Annual Town Meeting, 1965; or to take any other action thereto.

ARTICLE 11. On petition of the Fire Chief, to see if the Town will vote to raise and appropriate the sum of \$12,375.00 to pay the salaries of three (3) permanent men for the Fire Department; said men to start work the first week in April, 1964.

ARTICLE 12. To see if the Town will vote to raise and appropriate to the Planning Board the sum of six thousand, five hundred dollars (\$6,500.00) to be used to prepare a Master Plan that will include land use, population, economic base, and so forth; said sum of money will be used in conjunction with matching funds, if available, through the Housing Act of 1954, Title VII, Section 701, as amended, or take any other action thereto.

ARTICLE 13. On petition of the Selectmen and the Chief of Police, to see if the Town will vote to have the Moderator appoint a committee of five (5) citizens to investigate the advisability of a town-owned police station and lock-up in the Town of Middleton; one member of said committee to be the Chief of Police.

ARTICLE 14. On petition of the Board of Selectmen, to see if the Town will vote to rescind Article 11 of the Special Town Meeting of November 14, 1961 which reads as follows: "To see if the Town will vote to raise and appropriate to the Water Department the sum of \$42,000 for laying and installing a 12-inch water main at South Main Street, extending from Boston Street in a southerly direction 3,800 feet, more or less, said sum to be raised and appropriated in the following manner; The sum of \$27,000 received by the Town under Article 10 to be appropriated to the Water Department, the sum of \$15,000 to be raised by borrowing and appropriated to the Water Department, and to authorize the Selectmen to issue bonds or notes in the amount of \$15,000 for a period not to extend 10 years." Bonding authority has been granted by two different Town Meetings for the same appropriation.

ARTICLE 15. On petition of the Board of Selectmen to see if the Town will vote to accept the provision of Chapter 478, Acts of 1963, which would increase the amount of pension and retirement allowances paid to certain former public employees.

ARTICLE 16. On petition of the Board of Selectmen, to see if the Town will vote to add to the Town By-laws, Part One, Chapter VII, the following:

Section (4)

- a. In all the territory of the Town known as Residence Zone "B" there shall be allowed one number to every 125 feet along the line of each side of the street.
- b. In all the territory of the Town known as Residence Zone "A" there shall be allowed one number to every 75 feet along the line of each side of the street.
- c. In all the territory of the Town known as Business District, Limited Commercial District, or Commercial District there shall be allowed one number to every 25 feet along the line of each side of the street.
- d. On all streets running north or south, numbering shall begin at the end nearer Memorial Hall, odd numbers to the right, even numbers to the left, and all minor lateral streets shall be numbered from one up starting from the main traveled way from which they originate, odd numbers to be on the right, even numbers to be on the left.
- e. Streets originating from Main Street shall be numbered from one up, easterly or westerly, from the point of origin, odd numbers to be on the right, even numbers to be on the left.
- f. Streets lying east or west of Main Street but not originating there from, shall be numbered from the end nearer the Memorial Hall.
- g. In all cases odd numbers shall be on the right and even numbers on the left from the point of origin.
- h. In calculating frontages for numbering there shall be included the width of abutting or intersecting streets and all intervening parks or public property.
- i. The Building Inspector shall be responsible for keeping of all records in regard to house numbers, and he shall be the only person authorized to issue house numbers. Where rules (4) a. through (4) h. are obviously inappropriate the Building Inspector shall be guided by a general policy of having a number system begin at the end of the street nearest the center of Town, or nearest the principal traveled way. In all cases the Building Inspector shall have the power to exercise discretion and his decision shall be final.

To transact any other business that may lawfully come before this meeting.

You are hereby ordered to notify and warn said qualified voters to meet at the Town Hall on Monday, March 16 next for the following purposes, viz: To choose by ballot the following Town Officers for the ensuing year: Moderator, Town Clerk, One Selectman for three years, One Member of the Board of Public Welfare for three years, One Member of the Board of Assessors for three years, Tax Collector, Highway Surveyor, One Member of the School Committee for one year, Two Members of the School Committee for three years, One Electric Light Commissioner for three years, One Cemetery Commissioner for one year, One Cemetery Commissioner for three years, Tree Warden, One Member of the Planning Board for five years, Two Trustees of Flint Public Library for three years, One Water and Sewer Commissioner for three years.

The Polls will be open at 7:00 A.M. and shall be closed at 7:00 P.M.

And you are directed to serve this Warrant by posting up attested copies thereof at Memorial Hall, Post Office and Store at Howe's Station in said Town, seven days at least before the time of holding said meeting.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk at the time and place of meeting, as aforesaid.

Given under our hands this Twelfth day of February in the year of our Lord, One Thousand Nine Hundred and Sixty-four.

A true copy. Attest:

JAMES W. WENTWORTH, Constable

FRANK T. LeCOLST, Chairman
GEORGE M. FARLEY, Clerk
ROBERT G. GOWEN

Selectmen of Middleton



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Annual Report

for the

Town of Middleton

Massachusetts

1963



In Memoriam

RICHARD N. MAXWELL

1883 — 1963

Superintendent of Burials	1938-1950
Superintendent of Cemeteries	1938-1950
Cemetery Commissioner	1951-1960

Town Officers (Elected) 1963

Moderator

Daniel J. Donovan

Town Clerk

William T. Martin, Jr.

Selectmen and Board of Health

Frank T. LeColst, Chairman (1964)

George M. Farley, Clerk (1965)

Robert G. Gowen (1966)

Board of Public Welfare

Leslie E. Merrifield, Chairman (1965)

Roger M. Peabody (1966)

Leyland A. Phillips, Clerk (1964)

Board of Assessors

Paul B. Wake, Chairman (1966)

Wilbur A. Witham (1965)

Ernest F. LeBeau (1964)

Treasurer

Edward H. Leary (1965)

Tax Collector

Harold E. Tyler

Highway Surveyor

Allan G. Marshall

Constable

James W. Wentworth (1965)

School Committee

David V. Harding, Chairman (1966)

Page G. Campbell (1966)

Rosamond Bastable (1964)

Francis X. Masse (1964)

Edward H. Jones (1964)

Electric Light Commissioners

Frank E. Dow, Chairman (1964)

J. Lansing English (1965)

John Muzichuk (1966)

Cemetery Commissioners

Michael Lavorgna, Chairman (1964)

Lawrence E. Tinkham (1965)

Edward J. Richardson (1966)

Tree Warden

James Donovan

Planning Board

Louis A. Barrett, Chairman (1964)

Frank A. Connor, Jr. (1965)

Raymond J. Dansereau (1967)

Henry N. Sawyer (1966)

John A. Goodwin (1968)

Trustees of Flint Public Library

Paul B. Wake, Chairman (1965)

James H. Coffin (1965)

Elmer O. Campbell, Jr. (1964)

Donald A. Aylward (1966)

Willis W. Esty (1964)

Carl C. Jones (1966)

Water and Sewer Commissioners

George W. Nash, Chairman (1965)

Roger M. Peabody (1964)

John W. Mendalka (1966)

Masconomet Regional School Committee

Richard Cressey (1966)

Richard E. Quinn (1965)

Page G. Campbell (1964)

Town Officers (Appointed) 1963

Registrars of Voters

Lloyd H. Getchell, Chairman (1966)

Arthur F. Bastable, (1964)

John M. Cryan (1965)

William T. Martin, Jr., Clerk (Ex-Officio)

Zoning Appeal Board

Walter E. Clinton, Chairman (1966)

Nathan A. Hayward, Jr. (1964)

Donald A. Aylward (1965)

Thomas D. Black (1966)

Thomas F. Dolan (1967)

R. Lionel Barrows (Alternate) 1964

Ebbe Wennerberg (Alternate) 1964

Finance Committee

John R. Wallen, Chairman

Robert E. Kelley (1964)

Edward J. Fitzpatrick (1965)

Laura M. Dansereau (1966)

Richard M. Murphy (1966)

Chief of Police

James W. Wentworth

Sealer of Weights and Measures

Joseph F. Begg

Inspector of Animals

Joseph F. Begg

Inspector of Slaughtering

Joseph F. Begg

Town Accountant

Elmer O. Campbell (1966)

Forest Fire Warden

Harold F. Purdy

Chief of Fire Department

Harold F. Purdy

Superintendent of Cemeteries

Edward J. Richardson

Moth Superintendent

James Donovan

Custodian of Town Hall

James H. Ogden

Electric Light Manager

Willis W. Esty

Town Counsel

Daniel J. Donovan

Welfare Agent

Phyllis R. Brown

Building Inspector

Roger M. Peabody

Wire Inspector

John W. Milbery

Plumbing and Gas Inspector

Beaumont B. Hurd

Veterans' Agent

James H. Ogden

Park Superintendent

Ernest R. Gould

Health Agent

John Bowers

Mary M. Wilson, Assistant

Dog Officer

Harold G. Moore

Civil Defense Agent

Arthur G. Doane

Custodian of Memorial Hall

Alfred H. Kitchin

Custodian of Town Lands

Edward H. Leary

Conservation Commission

Henry N. Sawyer, Chairman (1965)

Samuel P. Armitage (1966)

James K. Martin (1964)

Industrial Development Commission

Stanley W. Klosowski, Chairman (1964)

Helen F. Richardson (1965)

George M. Farley (1966)

J. Russell Wallen (1967)

Henry G. Roberge (1968)

Trustees

B. F. Emerson Fund

Naumkeag Trust Company, Salem, Mass.

Elmer O. Campbell, Jr.

Willis W. Esty

Paul B. Wake

Carl C. Jones

Mansfield Fund

Old Colony Trust Company, Boston, Mass.

David Cummings Fund

Board of Public Welfare

Annual Report

of the

Town Accountant

1963

RECEIPTS AND EXPENDITURES**Year Ending Dec. 31, 1963****RECEIPTS****GENERAL REVENUE****TAXES:****CURRENT YEAR**

Property	494,339.20	
Poll	1,620.00	
Farm Animal Excise	30.00	
Lieu of Taxes	5,223.54	

PREVIOUS YEAR

Property	40,104.75	
Poll	18.00	
Tax Title Redemption	2,089.94	

FROM THE STATE

Income Tax		
Valuation Basis	14,328.94	
Education Basis	61,863.88	
Corporation	18,132.80	637,751.05

LICENSES AND PERMITS

Alcoholic Beverages	5,650.00	
All others	1,026.75	6,676.75

FINES:

District Court	75.00	75.00
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GRANTS AND GIFTS:**FROM FEDERAL GOVERNMENT**

Old Age Assistance	14,530.00	
Medical Aid for Aged	16,552.07	
Aid Dependent Children	5,607.00	
Disability Assistance	2,605.50	
Other School Purposes	3,349.51	42,644.08

FROM STATE

Meal Tax	1,631.36	
Vocational Education	31.50	
School Transportation	9,910.00	
School Building Aid	9,970.03	
School Superintendent	3,333.33	
Highway (Chapter 81)	9,075.00	
School Lunches	5,350.18	
Inspection of Animals	100.00	
Library	929.50	40,330.90

FROM COUNTY

Dog Licenses	768.11	768.11
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OTHER GENERAL REVENUE

State Tax Possession Property	33.60	33.60
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PRIVILEGES

Motor Vehicle Excise Tax	63,145.28	63,145.28
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DEPARTMENTAL GENERAL GOVERNMENT

EXECUTIVE:

Selectmen	81.00	
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FINANCIAL:

Treasurer	65.53	
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OTHER DEPARTMENTS:

Clerk	20.00	
Board of Appeals	88.50	

MUNICIPAL BUILDINGS:

Town Hall	708.00	
Memorial Hall	1,020.00	1,983.03

PUBLIC SAFETY:

Sealing of Weights and Measures	74.55	
Dog Officer	49.00	
Gas Inspector	24.50	
Wire Inspector	111.50	
Building Inspector	1,122.00	
Police	20.00	
Fire	201.55	1,603.10

HEALTH AND SANITATION:

Health	169.00	169.00
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HIGHWAYS:

Chapter 90 Construction	5,726.40	
Snow and Sanding	724.25	
Truck and Machinery Rental	5,822.63	
Sale of Tank	85.00	12,358.28

CHARITIES:

GENERAL RELIEF

From Cities and Towns	193.58	193.58
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OLD AGE ASSISTANCE

From Cities and Towns	51.47	
From State	4,387.99	4,439.46

MEDICAL AID FOR AGED

From State	10,764.72	10,764.72
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AID DEPENDENT CHILDREN

From State	4,158.89	4,158.89
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DISABILITY ASSISTANCE

From State	4,920.04	4,920.04
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SCHOOLS

Tuition, Transportation	1,408.50	
Youth Service Board	1,350.00	
Hall Rental	120.00	
Supplies	78.72	
Lunches	15,338.24	
Insurance	240.00	18,535.46

UNCLASSIFIED

Insurance Dividend	155.00	155.00
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PUBLIC SERVICE ENTERPRISES:

ELECTRIC DEPARTMENT

Sale of Light and Power	223,097.52	
Miscellaneous	2,212.84	

WATER DEPARTMENT

Town of Danvers	14,533.68	
Middleton Estates, Inc.	22,013.86	261,857.90

CEMETERIES:

Sale of Lots and Graves	405.00	
Opening Graves	1,040.00	
Care of Endowed Lots	1,639.49	
Recording Deeds	8.00	3,092.49

INTEREST:

On Deposit	23.75	
Deferred Taxes	1,387.84	
Mansfield Fund	2,222.00	
All other	697.13	4,330.72

MUNICIPAL INDEBTEDNESS:

Anticipation Revenue Loan	100,000.00	
Water Loan	15,000.00	115,000.00

AGENCY, TRUST AND INVESTMENT

Beverage Licenses	10.00	
Dog Licenses	1,015.00	
Perpetual Care Fund	1,078.00	
Withholding Tax State	3,175.08	
Withholding Tax Federal	39,721.10	
Mass. Hospital Service	2,539.46	
Group Insurance	532.76	
Tailings	110.35	
Meter Deposits	1,310.00	
Water Liens	1,256.72	
Retirement Fund	5,545.05	56,293.52

REFUNDS:

General	2,110.03	2,110.74
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TRANSFERS:

Electric Depreciation Fund	19,782.42	19,782.42
Total Receipts		1,313,173.12
Cash Balance Jan. 1, 1963		197,862.99
		<u>1,511,036.11</u>

EXPENDITURES**GENERAL GOVERNMENT****MODERATOR**

Salary	50.00	50.00
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FINANCE COMMITTEE

Expenses	46.50	46.50
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SELECTMEN

Salaries	1,416.66		
Expenses			
Clerk	450.00		
Supplies and Printing	188.68		
Advertisements	78.00		
Postage	4.40		
Association Dues	44.00		
Office Equipment	200.00		
Other Expenses	100.88	1,065.96	2,482.62

ACCOUNTANT

Salary	1,800.00		
Expenses	190.31		1,990.31

TREASURER

Salary	1,800.00		
Expenses			
Supplies	301.04		
Postage	10.00		
Mileage and Expenses	45.00		
Clerical Assistance	125.00		
Bank Charges	20.00		
Association Dues	5.00		
Certifying Notes	2.00		
Office Equipment	445.50		
Tax Title Expenses	1,200.00	2,153.54	3,953.54

TAX COLLECTOR

Salary	2,200.00		
Clerk	840.00	3,040.00	
Expenses			
Supplies	353.16		
Office Expenses	272.55		
Postage	334.90		
Deputy Collector	162.10		
Association Dues	5.00	1,127.71	4,167.71

ASSESSORS

Salaries		1,800.00	
Expenses			
Supplies	168.70		
Office Expenses	150.46		
Clerical Services	1,009.50		
Abstracts	146.65		
Postage	30.00		
Mileage and Expenses	85.00		
Office Equipment	203.55	1,793.86	3,593.86

COUNSEL

Salary	1,200.00		
Expenses	332.50	1,532.50	

TOWN CLERK

Salary		700.00	
Expenses			
Office Expenses	249.33		
Association Dues	7.50		
Recording Deeds	8.00		
Office Equipment	89.46	354.29	1,054.29

ELECTIONS AND REGISTRATIONS

Salaries		200.00		
Expenses				
Listing	361.75			
Elections	616.01			
Janitor - School Hall	32.00	1,009.76		1,209.76

PLANNING BOARD

Expenses				
Clerk	47.00			
Services	126.63			
Advertisements	170.00			353.63

TOWN HALL

Salary		480.00		
Expenses				
Supplies	34.02			
Repairs	249.89			
Light and Fuel	588.80	872.71		1,352.71

MEMORIAL HALL

Salary		480.00		
Expenses				
Fuel and Light	1,751.68			
Supplies	255.38			
Repairs	832.08			
New Doors	996.00	3,835.14		4,315.14

Total General Government Expenditures 26,102.57

PUBLIC SAFETY

CONSTABLE

Salary	35.00	35.00
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POLICE DEPARTMENT

Salary - Chief	5,980.00	
Wages	8,175.65	14,155.65
Expenses		
Car and Radio Maintenance	2,690.06	
New Cruiser	1,651.00	
Radar Equipment	1,195.00	
Supplies	149.82	
Equipment	229.25	
Office Expenses	607.48	
Dues and Expenses	10.00	
		6,532.61
		20,688.26

CIVIL DEFENSE

Expenses	93.00	93.00
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FIRE DEPARTMENT

Salary - Chief	5,720.00	
Men	2,292.25	8,012.25
Expenses		
Labor	6,228.75	
Equipment and Repairs	1,375.78	
Gasoline and Oil	628.03	
Fuel and Light	1,167.62	
Building Maintenance	113.29	
Office Expenses	599.98	
Fire Alarm	1,089.38	
Insurance	220.15	
County Radio	625.25	
		12,048.23
		20,060.48

BUILDING INSPECTOR

Salary	500.00	
Expenses	253.50	753.50

BOARD OF APPEALS

Expenses			
Clerk	190.00		
Advertisements	116.00		
Office Expenses	40.00	346.00	346.00

WIRE INSPECTOR

Salary	300.00	
Expenses	130.00	430.00

SEALER OF WEIGHTS AND MEASURES

Salary	175.00	
Expenses	76.00	251.00

GAS INSPECTOR

Salary	100.00	
Expenses	19.86	119.86

FORESTRY DEPARTMENT

Labor	2,407.10		
Expenses			
Truck Hire	110.00		
Supplies	1,077.78		
Removing Trees	567.40		
New Trees	227.20	1,982.38	4,389.48

DOG OFFICER

Salary	200.00	
Expenses	173.31	373.31

Total Public Safety Expenditures	47,539.89
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HEALTH AND SANITATION

HEALTH DEPARTMENT

Salaries		320.00	
Expenses			
Dump Operation	2,566.50		
Clinics	34.13		
Vital Statistics	218.00		
Contagious Diseases	72.26		
Agent Expenses	36.67		
Printing Plumbing Code	680.00		
Hospital Services	316.80	3,924.36	4,244.36

DENTAL CLINIC

Expenses			
Services	1,192.60		
Expenses	106.39		1,298.99

COMMUNITY HEALTH PROGRAM

Middleton Community Services, Inc.	2,500.00	2,500.00
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INSPECTOR OF ANIMALS

Salary	200.00	
Expenses	100.00	300.00

INSPECTOR OF SLAUGHTERING

Salary	50.00	50.00
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ESSEX SANITORIUM ASSESSMENT

County Treasurer	2,175.48	2,175.48
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Total Health and Sanitation Expenditures		10,568.83
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HIGHWAYS

HIGHWAY DEPARTMENT

Labor		20,842.13	
Expenses			
Truck Hire	3,343.72		
Equipment Hire	2,996.00		
Supplies	3,414.96		
Sand and Gravel	1,434.99		
Asphalt	4,351.10		
Signs	27.50		
Light and Power	127.92		
Office Expenses	283.95		
Equipment	310.11	16,290.25	37,132.38

SPECIAL APPROPRIATIONS

Storm Drains	993.19		
Hilldale Avenue	7,999.96		
Forest Street Land Taking	650.00		
Street Lighting	5,500.00		
Street Numbering	176.55		15,319.70

ROAD MACHINERY ACCOUNT

Expenses			
Gasoline and Oil	2,671.18		
Parts and Repairs	1,428.36		
Equipment	618.00		
Registration	24.00		
Supplies	302.12	5,043.66	5,043.66

SNOW REMOVAL

Labor		6,500.10	
Expenses			
Truck Hire	4,991.30		
Equipment and Repairs	2,258.53		
Salt and Sand	4,589.49		
State Road	73.18	11,912.50	18,412.60
Total Highway Expenditures			75,908.34

CHARITIES

PUBLIC WELFARE

Salaries	900.00		
Expenses	58.90		958.90

GENERAL RELIEF

Expenses			
Groceries and Fuel	240.14		
Medical Aid	13.90		
Hospitals	1,790.16		
Other Cities and Towns	2,856.31		
Retirement	209.38	5,109.89	6,068.79

OLD AGE ASSISTANCE

Administration		2,074.30	
Aid			
Cash	21,194.77		
Other Cities and Towns	695.65	21,890.42	23,964.72

MEDICAL AID FOR AGED

Cash	32,010.53	32,010.53
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AID DEPENDENT CHILDREN

Cash	17,261.55	17,261.55
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DISABILITY ASSISTANCE

Cash	8,494.99	8,494.99
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Total Charities Expenditures		87,800.58
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VETERANS' SERVICES

Salary		250.00	
Aid			
Cash	8,025.00		
Fuel and Groceries	727.30		
Medical Aid	1,020.20		
Other Cities and Towns	120.00	9,892.50	
Total Veterans Service Expenditures			10,142.50

SCHOOLS

Salaries

Superintendent	9,678.12		
Office	1,407.09		
Teachers and Supervisors	133,171.16		
Doctor	520.00		
Nurse	1,383.32		
Clerks	6,268.92		
Attendance Officer	100.00		
Janitors	9,008.46		
Census	87.30	160,217.28	

Expenses

Superintendent	326.20		
Books and Supplies	9,530.08		
Building and Maintenance	11,322.45		
Fuel and Light	7,051.13		
Transportation	20,458.00		
Tuition	330.00		
Furniture - Equipment	3,303.65		
Miscellaneous	168.32	53,896.92	214,114.20

SCHOOL LUNCH

Labor	9,466.26		
Equipment and Supplies	11,252.54	20,718.80	

REGIONAL SCHOOL

Assessment	251,734.56	251,734.56	
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SCHOOL BUILDING COMMITTEE

Expenses	12,862.76		
New Building	8,717.60	21,580.36	21,580.36

VOCATIONAL EDUCATION

Tuition	101.10	101.10	
Total School Expenditures		508,249.02	

LIBRARY

Salaries	3,142.86	
Expenses	2,698.10	
Total Library Expenditures		5,840.96

RECREATION

PARK

Labor	1,043.60	
Expenses		
Supplies	537.11	
Equipment Hire	457.30	
Playground Equipment	297.61	1,292.02
Christmas Lighting	47.03	47.03
Total Recreation Expenditures		2,382.65

UNCLASSIFIED

INSURANCE

Workmen's Compensation and		
Public Liability	3,222.33	
Collector's Bond	174.75	
Treasurer's Bond	204.55	
Clerk's Bond	10.00	
Blanket Fire	1,158.26	
Life and Hospital	7,888.26	
Vehicle - Liability	3,022.63	15,680.78
Housing for Elderly		79.95
Memorial Day		472.40
Printing Town Reports		1,748.60

MANSFIELD FUND

Concert	200.00	
Picnic	1,649.70	
Thanksgiving and Christmas	1,037.00	2,886.70

Total Unclassified Expenditures	20,868.43
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PUBLIC SERVICE ENTERPRISES

ELECTRIC DEPARTMENT

Salaries

Commissioners	600.00		
Manager	7,540.00		
Clerks	3,640.00	11,780.00	

MAINTENANCE AND OPERATION

Energy

Mass. Electric Co.			
Danvers Electric Dept.		130,771.90	

Labor

22,826.40

Expenses

Materials	16,838.07		
Office Expenses	1,492.78		
Truck Maintenance	1,578.12		
Insurance	55.00		
Depreciation	4,455.13		
Line Clearance	1,077.30		
Refunds	15.69		
Mill Street Lights	1,458.83		
Meadow Drive Lights	280.40	27,251.32	192,629.62

WATER DEPARTMENT

Salaries - Commissioners	450.00		
Expenses - office	152.81		
Materials and Labor	2,161.59	2,764.40	2,764.40
Total Public Service Enterprises Expenditures			195,394.02

CEMETERIES

Salaries			
Commissioners	50.00		
Supt. of Burials	30.00	80.00	
Labor	8,454.00		
Truck Hire	224.00		
Supplies	263.89	8,941.89	9,021.89

MUNICIPAL INDEBTEDNESS

BONDED DEBT

School Addition 1950	10,000.00	
School Addition 1956	10,000.00	
Temporary Loan	100,000.00	120,000.00

INTEREST

School Addition Loans	5,510.00	
Temporary Loan	393.61	5,903.61

Total Municipal Indebtedness Expenditures		125,903.61
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AGENCY, TRUST AND INVESTMENT

State Parks and Reservations	1,905.92	
County Tax	12,172.71	
Dog Licenses to County	1,015.00	
Withholding Tax - State	3,139.31	
Withholding Tax - Federal	39,721.10	
Retirement Assessment	8,874.73	
Retirement Deductions	5,545.25	
Meter Deposits	1,100.00	
Beverage License	10.00	
Perpetual Care Funds	1,078.00	
Water Liens	1,256.72	
Auditing Municipal Account	1,885.10	77,703.64

REFUNDS

1962 Excise Tax	784.78	
1963 Excise Tax	1,414.54	
1962 Real Estate Tax	680.00	
1963 Real Estate Tax	706.45	
Total Refunds		3,585.77
Transfer Electric		
Depreciation Fund	19,782.42	19,782.42
Total Expenditures		1,226,795.13
Cash Balance December 31, 1963		284,240.98
		<hr/>
		1,511,036.11

Recapitulation of Appropriation, Transfers and Transfers

		Appropriation and Transfer	Expended	Unexpended Balance
Moderator Salary		50.00	50.00	
Finance Committee Expenses		100.00	46.50	53.50
Selectmen's Salaries		1,500.00	1,466.16	33.84
Expenses		700.00	615.96	84.04
Clerk		450.00		
Accountant, Salary		1,800.00	1,800.00	
Expenses		200.00	190.31	9.69
Treasurer, Salary		1,800.00	1,800.00	
Expenses		1,140.00	953.54	186.46
Tax Titles		1,200.00	1,200.00	
Collector, Salaries		3,080.00	3,080.00	
Expenses		1,132.00	1,127.71	4.29
Assessor, Salaries		1,800.00	1,800.00	
Expenses		1,800.00	1,793.86	6.14
Counsel, Salary		1,200.00	1,200.00	
Expenses		500.00	332.50	167.50
Clerk, Salary		700.00	700.00	
Expenses		350.00	346.29	3.71
Elections and Registrations				
Salaries		200.00	200.00	
Expenses	415.00			
Transfer	594.76	1,009.76	1,009.76	
Planning Board Expenses		600.00	353.63	246.37
Town Hall, Salary		480.00	480.00	
Expenses		900.00	872.71	27.29
Memorial Hall, Salary		480.00	480.00	
Expenses	2,200.00			
Transfer	62.13	2,262.13	2,262.13	
Special		1,846.05	1,573.01	273.04*

		Appropriation and Transfer	Expended	Unexpended Balance
Industrial Development				
Commission		300.00		300.00*
Constable, Salary		35.00	35.00	
Police Chief, Salary		5,980.00	5,980.00	
Wages		8,180.00	8,175.65	4.35
Expenses	3,575.00			
Transfer	111.61	3,686.61	3,686.61	
Car		1,700.00	1,651.00	49.00
Radar		1,200.00	1,195.00	5.00
Civil Defense Expenses		100.00	93.00	7.00
Fire Salaries		8,520.00	8,012.25	507.75
Expenses	11,310.00			
Transfer	112.98	11,422.98	11,422.98	
Radio		650.00	625.25	24.75
Building Inspector, Salary		500.00	500.00	
Expenses	200.00			
Transfer	53.50	253.50	253.50	
Board of Appeals Expense		500.00	346.00	154.00
Wire Inspector, Salary		300.00	300.00	
Expenses		130.00	130.00	
Gas Inspector, Salary		100.00	100.00	
Expenses		100.00	19.86	80.14
Sealer of Weights and Measures Salary		175.00	175.00	
Expenses	75.00			
Transfer	1.00	76.00	76.00	
Moth Expenses		1,200.00	1,180.15	19.85
Tree Warden Expenses		1,500.00	1,483.63	16.37
Dutch Elm Disease Control Expenses		1,500.00	1,498.50	1.50
New Trees		300.00	227.20	72.80
Dog Officer, Salary		200.00	200.00	
Expenses		200.00	173.31	26.69
Health Salaries		320.00	320.00	
Expenses	3,000.00			
Transfer	550.06			
Refund	124.30	3,674.36	3,674.36	
Dental Clinic Expenses		1,500.00	1,298.99	201.01
Community Health Program		2,500.00	2,500.00	

		Appropriation and Transfer	Expended	Unexpended Balance
1961 Health Bill		250.00	250.00	
Animal Inspector Salary		200.00	200.00	
Expenses		100.00	100.00	
Inspector of Slaughtering Salary		50.00	50.00	
Road Machinery Fund				
Balance	1,060.89			
Receipts	5,866.90	6,927.79	5,043.66	1,884.13*
Highway Expenses		8,760.00	8,752.50	7.50
Chapter 81		14,950.00	14,950.00	
Chapter 90 Construction		22,371.78	7,307.02	15,064.76*
Chapter 90 Maintenance		3,00.00	3,000.00	
Chapter 782		5,726.40	100.00	5,626.40*
Chapter 718		6,622.74	3,022.86	3,599.88
Snow Removal	16,000.00			
Transfer	2,412.60	18,412.60	18,412.60	
Forest St. Land Damage		1,000.00	650.00	
Storm Drains		1,000.00	993.19	6.81
Hilldale Avenue		8,000.00	7,999.16	.04
Street Lighting		5,500.00	5,500.00	
Street Numbering		700.00	176.55	523.45
Public Welfare Salaries		900.00	900.00	
Expenses		150.00	58.90	91.10
Central Essex Welfare District Administration		2,074.30	2,074.30	
General Relief, Aid		5,120.25	5,109.89	10.36
Old Age Assistance	9,500.00			
Refunds	180.05			
Transfer	206.52	9,886.57	9,886.57	
Federal Grant		22,101.69	18,210.37	3,891.32*

		Appropriation and Transfer	Expended	Unexpended Balance
Medical Aid				
for Aged	19,000.00			
Refunds	22.50	19,022.50	19,014.00	8.50
Aid Dependent				
Children	6,000.00			
Transfer	2,485.32			
Refund	779.15	9,264.47	9,063.02	201.45
Federal Grant		12,088.71	8,198.53	3,890.18*
Disability Assistance	8,000.00			
Refunds	154.45	8,154.45	6,254.58	1,899.87
Federal Grant		2,605.50	2,240.41	365.09*
Veterans Agent Salary		250.00	250.00	
Expenses		25.00		25.00
Aid		10,000.00	9,892.50	107.50
School Salaries		164,006.00	160,217.28	683.95
Expenses	46,754.50			
Refund	32.85			
Transfer	3,104.77	49,892.12	49,892.12	
Supt. of State Travel		200.00	146.20	53.80
School Building Committee		13,000.00	12,862.76	137.24
New School			8,717.60	
Regional School District		251,734.56	251,734.56	
Federal Grant		6,222.63	3,858.60	2,464.03*
School Lunch		22,254.94	20,718.80	1,806.14*
Vocational Education		600.00	101.10	498.90
Library - Salaries - Wages		3,200.00	3,142.86	57.14
Expenses		2,768.11	2,698.10	70.01
Park Expenses	1,400.00			
Transfer	38.01	1,438.01	1,438.01	
Equipment		300.00	297.61	2.39
East St. Pool		600.00	600.00	
Christmas Lighting		50.00	47.03	2.97
Retirement Assessment		8,874.73	8,874.73	
Housing for Elderly		200.00	79.95	120.05*

Printing Town Report	1,900.00	1,748.60	151.40
Memorial Day	500.00	472.40	27.60
Insurance	6,840.00	5,360.80	1,479.20
M. V. Liability	2,450.00		
Refund	473.31		
Transfer	99.32	3,022.63	3,022.63
Hospital	3,800.00		
Deduction	2,539.46	6,339.46	6,280.59
Group	600.00		58.87
Deductions	532.76	1,132.76	1,016.76
			116.00
Electric Salaries	11,780.00	11,780.00	
Wages	23,664.00	22,826.40	837.60
Energy	145,000.00	130,771.90	14,228.10
Expenses	20,000.00		
Refunds	179.26	20,179.26	19,963.97
Line Clearance		1,800.00	215.29
Mill St. Light		1,077.30	722.70
Meadow Drive Light		1,458.83	41.17
Depreciation		280.40	19.60
Land Purchase		20,000.00	217.58
Emergency Fund		500.00	500.00*
		1,000.00	1,000.00
Water Salaries	450.00	450.00	
Expenses	200.00	132.81	67.19
Maintenance	2,000.00	1,043.87	956.13
Debt	1,600.00	20.00	1,580.00
So. Main St. Line	37,013.86	1,117.72	20,896.14
Cemetery Salaries	90.00	80.00	10.00
Expenses	6,100.00		
Income	1,481.09	7,581.09	7,581.09
Graves		1,500.00	1,320.00
New Lots		1,500.00	40.80
			1,459.20
Municipal Indebtedness			
Interest	6,000.00	5,903.61	96.39
Loans	20,000.00	20,000.00	
Temporary Loan	100,000.00	100,000.00	

* Balance Carried Forward

*Balance
Sheet*

1963

BALANCE SHEET DECEMBER 31, 1963—GENERAL ACCOUNTS			
ASSETS		LIABILITIES	
Cash	284,240.98	Land Low Value Fund	84.84
Petty Cash Advance	260.00	Lots and Graves Fund	485.00
ACCOUNTS RECEIVABLE		Cemetery Perpetual	
		Care Interest	1,421.06
TAXES — 1962		Ambulance Fund	225.80
Motor Vehicle Excise	56.11	Road Machinery Fund	1,884.13
Farm Animal Excise	20.00	Mansfield Fund Interest	1,167.97
TAXES — 1963		ELECTRIC DEPARTMENT	5,268.80
Poll	26.00	Meter Deposits	1,530.00
Personal Property	607.45	Depreciation Fund	70,159.99
Real Estate	39,832.77	Surplus	47,645.49
Motor Vehicle Excise	22,334.06	Water Surplus	119,335.48
Farm Animal Excise	20.65	Appropriation Balances	14,240.20
Water Leins	171.75	Non-Revenue Balance	81,972.64
TAX TITLE & POSSESSIONS		School Addition	402.01
Tax Titles	9,967.80	Fire-Highway Building	1,983.32
Tax Possessions	4,166.70	Reserve Fund Overlay Surplus	15,176.36
DEPARTMENTAL		1963 Overlay	1,321.41
Public Welfare	802.47	Reserve for Petty Cash Advance	260.00
Old Age Assistance	80.03	Tailings	155.74
Aid Dependent Children	2,301.12	Old Age Assistance Recovery	139.11
MUNICIPAL LIGHT		Revenue Reserved Until Collected	
Rates	14,938.39	Motor Vehicle Excise Tax	22,390.17
Miscellaneous	854.64	Farm Animal Excise	40.65
AID TO HIGHWAYS		Water Liens	171.75
State	18,348.60	Tax Titles	14,134.50
County	7,000.01	Departmental	3,183.62
		Municipal Light	15,793.03

UNDERESTIMATES			
State Parks	209.19	Aid to Highway	25,348.61
New School	6,580.36	OVERESTIMATES	
Snow Removal	2,412.60	County Tax	267.91
		SURPLUS REVENUE	93,646.37
			<hr/>
			415,231.68
			<hr/>

BALANCE SHEET — DEBT AND TRUST ACCOUNTS

ASSETS		LIABILITIES	
NET FUNDED OR FIXED DEBT			
	183,000.00	School Addition 1950	58,000.00
		School Addition 1956	110,000.00
		Water Loan	15,000.00
	<hr/>		<hr/>
	183,000.00		183,000.00
	<hr/>		<hr/>

TRUST FUNDS			
Trust and Investment Funds		David Cummings Fund	7,141.09
In custody of Town Treasurer		Cemetery Perpetual Care Fund	41,634.05
In Custody of Library Trustees	48,775.14	Charles L. Flint Library Fund	5,784.97
	10,842.70	Walter S. Flint Memorial Fund	2,000.00
In Custody of Naumkeag Trust Co.	10,167.97	Mary S. Emerson Library Fund	3,057.73
		B. F. Emerson Library Fund	10,167.97
	<hr/>		<hr/>
	69,785.81		69,785.81
	<hr/>		<hr/>

TREASURER'S REPORT

Edward H. Leary, Treasurer in account with the Town of Middleton, Massachusetts.

Balance of Cash in Treasury, January 1, 1963	\$ 197,862.99
Receipts for the year 1963	1,313,173.12
	<hr/>
Total Cash	\$ 1,511,036.11
Payments for the year 1963	\$ 1,226,795.13
Balance of cash in Treasury 1963	284,240.98
	<hr/>
	\$ 1,511,036.11

CASH IN BANKS

Arlington Trust Company, Middleton, Mass.	\$ 154,911.35
U.S. Treasury Bills	100,000.00
Merchants Warren National Bank, Salem, Mass.	1,797.26
Arlington Trust Company (Savings), Middleton, Mass.	2,596.04
Cash on Hand	24,936.33
	<hr/>
	\$ 284,240.98

A Complete report of all Trust Funds in my custody is shown on the following pages.

I wish to express my thanks and gratitude for the cooperation to the Town Officials, Committees, and citizens.

Respectfully submitted,

EDWARD H. LEARY

Town Treasurer

DAVID CUMMINGS FUND

Balance January 1, 1963	\$	5,989.07
United Shoe Machinery Corp. Shares		975.00
		<hr/>
	\$	6,964.07

RECEIPTS:

United Shoe Machinery Corp. Dividends	\$	97.52
Arlington Trust Co., Interest		232.50
		<hr/>
Total Receipts	\$	330.02
Trustee's Order		-153.00
		<hr/>
Balance	\$	7,141.09

Arlington Trust Company Checking Account	\$	170.96
Arlington Trust Company Savings Account		5,995.13
United Shoe Machinery Corp. Shares		975.00
		<hr/>
Balance Dec. 31, 1963	\$	7,141.09

Respectfully submitted,

EDWARD H. LEARY

Town Treasurer

Land Owned By the Town of Middleton

HASWELL PARK:

Lots 165, 166, 286-290 inclusive.

MIDDLETON PINES:

1st lot of 9th parcel - Book 2253 Page 381,
14th parcel - Book 2253 Page 381,
2nd pasture, Woodland and Meadow,
Elliott Lot, Island Pasture, Smith Lot, Sutton Lot,
Lots G. & H., Lots 61-68 incl., 69, 70, 128-130, Incl., 231-236 incl.

SUMMIT VIEW PARK:

Lots 28, 30-34 incl., 35, 36, 51, 57, 58, 91-93 incl., 94-97 incl.,
136, 138, 149, 150, 151, 153-156 incl., 157-163 incl., 164-169 incl.,
212, 213, 215-218 incl., 219-221 incl., 238,, 239, 242-251 incl., 257-
270 incl., 279-285 incl., 288-301 incl., 30, 308, 311-318 incl., 326-
337 incl., 376, 378-382 incl., 385-398 incl., 322, 323, 324.

WOODLAND PARK:

Lots 332, 523, 576.

MISCELLANEOUS:

G. A. Fuller Meadow, 14 acres (Cranberry Bog)
Joseph Whittier Estate, Woodland (Approx. 8 Acres)

Respectfully submitted,

EDWARD H. LEARY

Town Treasurer

Town of Middleton**CEMETERY ENDOWMENT ACCOUNTS**

Balance on hand January 1, 1963	\$	38,668.28
New Accounts added		925.00
Interest		1,561.59
<hr/>		
Total Receipts	\$	41,154.87
Interest withdrawn		1,561.59
<hr/>		
Balance Dec. 31, 1963	\$	39,593.28

SEC. C. OAKDALE CEMETERY

Balance on hand January 1, 1963	\$	1,912.77
New Accounts added		128.00
Interest		76.73
<hr/>		
Total Receipts	\$	2,117.50
Interest withdrawn		76.73
<hr/>		
Balance Dec. 31, 1963	\$	2,040.77

Respectfully submitted,

EDWARD H. LEARY

Town Treasurer

Reports

for the

Various Departments

1963

FLINT PUBLIC LIBRARY

TRUSTEE'S REPORT

To the Honorable Board of Selectmen and the

Citizens of the Town of Middleton
Gentlemen:

During 1963 the Flint Public Library was again under the capable direction of Miss Ruth Tyler. We have been advised by Miss Tyler that 1963 was her last full year as librarian. She plans to retire in April, 1964. The Board of Trustees wishes to take this opportunity to express our appreciation for her faithful devotion to her work and for the many long hours she has spent working for the betterment of the library.

In 1963 the trustees received a bequest in the amount of \$2,000 from the will of the late Walter S. Flint of Beverly. Until his terminal illness he was active in the Middleton Historical Society and at one time was a summer resident of Middleton. The \$2,000 was deposited in the bank as the Walter S. Flint Memorial Fund. The interest from this fund is to be used to purchase new books or for other library purposes.

It will be noticed that our salary budget for 1964 is \$4,280 compared to \$3,200 appropriated in 1963. This is an increase of \$1,080. On the other hand our expense budget for 1964 is \$1,200, plus dog tax, compared to \$2,000, plus dog tax, appropriated in 1963. This is a decrease of \$800. The net increase in our budget is therefore \$280.

The increase in the salary budget is necessitated by the following: 1.) It is planned to change the library hours to accommodate more townspeople and to encourage greater use of the library. Our intention is to open the library Monday through Friday from 2 to 5 P.M. and 7 to 9 P.M. This is to be the schedule except for the three summer months when it will be open only two days a week from 2 to 5 P.M. and 7 to 9 P.M. This change plus an increase in the hourly pay rate for the librarian's assistants from \$1.15 to \$1.25 added \$660 to the budget. 2.) The librarian's salary was increased from \$125 to \$150 per month. This added another \$300 to the budget. 3.) The janitor's salary was increased from \$40 to \$50 per month and this increased the budget by another \$120, making a total increase of \$1,080.

The building itself has been kept in a good state of repair. The painting and gutter work were completed in 1963 and no additional expenses of a major nature are foreseen. Because of this, the expense appropriation was decreased by \$800.

The trustees would also like to announce that last August the state legislature amended Chapter 760 of the Acts of 1960 by enacting Chapter 672 of the Acts of 1963 which pertains to state aid for free public libraries. Previously, under Chapter 760, by meeting certain specified conditions at the library, the amount of 25c per capita was allotted to the town from the income tax. This did not, however, actually benefit the town as this amount would have been received anyway under normal distribution of the income tax. In 1963 the legislature appropriated funds to aid libraries **directly from the General Fund**. The town will therefore receive in 1964 the amount of \$929.50 from the General Fund. This is "new" money and is in **addition** to the regular income tax distribution. This money goes into the general treasury when received from the state. If the requested appropriation is approved, which amounts to \$5,840 plus dog tax and the \$929.50 is deducted, it will leave a net cost of \$4,550.50 to the town.

The Board of Trustees wishes, at this time, to thank the townspeople for book donations received during 1963. These were greatly appreciated.

Respectfully submitted,

FLINT PUBLIC LIBRARY TRUSTEES

Paul B. Wake, Chairman
Donald A. Aylward
Elmer O. Campbell, Jr.
James H. Coffin
Willis W. Esty
Carl C. Jones

FLINT PUBLIC LIBRARY**Treasurer's Report**

Appropriation for Salaries		\$ 3,200.00
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Salaries:

Librarian	\$ 1,500.00	
Assistants to Librarian	1,162.86	
Janitor	480.00	

Total Salaries		3,142.86
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Balance, Returned to Revenue		\$ 57.14
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Appropriation for Expenses	\$ 2,000.00	
Add - Dog Tax	768.11	

Total		\$ 2,768.11
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Expenses:

Fuel	529.62	
Light	88.33	
Water	36.00	
Insurance	272.06	
Building Maintenance	1,133.91	
Equipment	47.00	
Supplies	107.00	
Miscellaneous	484.18	

Total Expenses		2,698.10
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Balance, Returned to Revenue		\$ 70.01
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FLINT PUBLIC LIBRARY FUNDS

Balance, Jan. 1, 1963		\$ 918.81
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Income:

Overdue book fines	\$ 274.00	
B. F. Emerson Fund	472.20	
Charles L. Flint Fund	240.76	
Mary Estey Emerson Fund	129.92	
Miscellaneous	207.38	
Bequest under the will of Walter S. Flint	2,000.00	
Interest on above bequest	18.41	3,342.67

Total Income		\$ 4,261.48
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Expenses		
New Books	1,503.53	
Binding of Books	79.26	
Magazines	82.57	
Miscellaneous	10.00	
Transferred to Walter S. Flint		
Memorial Fund	2,000.00	
	<hr/>	
Total Expenses		3,675.36
Balance, Dec. 31, 1963		\$ 586.12

B. F. EMERSON TRUST FUND

Received from Naumkeag Trust Co., Salem (Trustee)	\$	472.20
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MARY ESTEY EMERSON FUND

E. O. Campbell Jr., in account with Flint Public Library:		
Mary Estey Emerson Fund, Principal	\$	2,500.00
On Deposit in Danvers Savings Bank,		
Dec. 31, 1963		3,057.73

CHARLES L. FLINT FUND

E. O. Campbell, Jr., in account with Flint Public Library		
Charles L. Flint Fund, Principal	\$	5,000.00
On Deposit in Banks, Dec. 31, 1963:		
Salem 5c Savings Bank	\$	986.88
Salem Savings Bank		510.73
Danvers Savings Bank		1,420.40
Broadway Savings Bank		1,866.96
Essex Savings Bank		1,000.00
	<hr/>	
Total	\$	5,784.97

WALTER S. FLINT MEMORIAL FUND

E. O. Campbell Jr., in account with Flint Public Library		
Walter S. Flint Fund, Principal		2,000.00
On Deposit in Danvers Savings Bank,		
Dec. 31, 1963		2,000.00

Respectfully submitted,

E. O. Campbell, Jr.

Treasurer, Library Trustees

LIBRARIAN'S REPORT

The Public Library serves the whole community. The requests of the high school students should be considered as important as those of any other group. During the last few years the courses in the new school have been gradually raised to a level which compares favorably with those throughout the country. During this period of change, books purchased one year, although needed in the collection, have not served the requests of the next year. This year the Social Science Department has revised its program, it may now be possible to build a more useful collection for this group and at the same time fill in the blanks in the basic collection, so that it will better serve the whole community.

During the fall Mr. White has brought two fifth grades for class visits every two weeks.

Mrs. English, an assistant in the library, resigned in the spring. Mrs. Conceison came to share the work with Mrs. Coffin in the fall.

The main part of the Library has been painted spring green, a color which reflects more light and sets off the dark woodwork. The last of the outside gutters have been replaced. A new thermostat gives more even heat than the old one.

ANNUAL STATISTICS

Volumes in the library, January 1, 1963	14,239
Volumes added by purchase	382
Volumes add by gift	51
Volumes in the Library, December 31, 1963	14,610

Circulation of Books

Juvenile	3,743
Adult	5,113
Total	8,856
Registration of new borrowers	106
Attendance	7,737

Respectfully submitted,

RUTH TYLER

Librarian

TOWN CLERK'S REPORT — 1963

To the Citizens of the Town of Middleton:

I submit for your approval my report of Vital Statistics Recorded, Dog Taxes Collected and Fish and Game Licenses issued for the year 1963.

Please report any errors or omissions of Vital Statistics to the Town Clerk's office that the Record may be corrected accordingly.

Marriage Record For 1963

Date of Marriage	Place of Marriage	Names of Bride and Groom	Residence
Jan. 30	Amesbury	Barrie Joseph Rimer Jane Coffin	Danvers Middleton
Feb. 21	Topsfield	Henry Harrison Pascall Alvida Matilda Pierce	Middleton Middleton
Feb. 16	Hamilton	Robert Victor Hamilton Elizabeth MacWilliams	Hamilton Middleton
Mar. 11	Methuen	Robert Howard Knowlton Pearl Audrey Mathews	Middleton Methuen
Mar. 24	Lynn	Carl Norman Ohlson Patricia Ann Adams	Middleton Lynn
Apr. 13	Danvers	Richard Louis Garrant Martha Ann Pennock	Methuen Middleton
Apr. 21	W. Boxford	Lloyd Hollis Getchell, Jr. Sandra Elizabeth Wood	Middleton Boxford
Apr. 28	Middleton	James Charles Punchard Brenda Jane Wise	Middleton Middleton
May 5	Middleton	William Octave Morin Nancy Joan Wilichoski	Danvers Middleton
May 12	Salem	Raymond Joseph Haight Barbara Jean Ross	Salem Middleton

Date of Marriage	Place of Marriage	Names of Bride and Groom	Residence
June 23	Middleton	Robert Edward Bouchard Linda Louise Thompson	Middleton Topsfield
June 23	Danvers	Kenneth Bourne Howes Laureen Grace Goodrich	Middleton Danvers
June 29	Salem	William Edward Sullivan Janice Marie Supronovich	Middleton Salem
June 14	Reading	John Charles Dorey Marcia Ann Wise	Middleton Reading
July 1	Jamaica Plain	Gerald Xavier Gerrior Karen Jean Lilley	Middleton Middleton
July 28	Saugus	Francis Joseph King, Jr. Carol Ann Caefer	Middleton Saugus
Aug. 17	Middleton	Donald Harris Jane DeGraw	Danvers Peabody
Aug. 18	Middleton	Joseph B. Murphy, Jr. Beverly Anne Harris	Danvers Danvers
Aug. 23	Middleton	Robert Nelson Lindquist Barbara Elaine Tyler	Middleton Middleton
Aug. 24	Weston	Roger Hawes Drowne Janice Le Fitzmeyer	Weston Middleton
Aug. 31	Middleton	Maynard Earl Homans Dorothy Jean Pearson	Ipswich Middleton
Sept. 1	Topsfield	Ronald Nils Lindquist Diane Hilda McBride	Middleton Middleton
Sept. 14	Middleton	Montford Holmes McCaul Bertha Jane Coffin	Middleton Middleton
Sept. 14	Danvers	Lawrence Emery Cole Olive Thomas	Middleton Danvers
Sept. 19	Boston	Randolph Herman Nelson Patricia Dorothy McGrath	Middleton Boston
Sept. 21	Lynn	Joseph Raimo Dorothy May Wells	Middleton Middleton

Date of Marriage	Place of Marriage	Names of Bride and Groom	Residence
Sept. 28	Lawrence	Ronald George Woodworth Margaret Buckley	Middleton Lawrence
Oct. 5	No. Reading	Paul Francis Colburn Marianne Patricia Gerrior	Middleton Middleton
Oct. 12	Lynn	Oscar Robert Belle Joan Marie Cogan	Middleton Lynn
Sept. 21	Middleton	Malcolm Hugh Campbell Carol Ann Mansfield	Dorchester Middleton
Oct. 25	Middleton	Raymond Henry Currier, Jr. Barbara Joy Hutchins	Middleton Beverly
Sept. 27	Beverly	Robert John Sanborn Cynthia Lee Hood	Middleton Beverly
Nov. 1	Marblehead	Gordon Frederick Lohnes Barbara Ann Pszenny	Middleton Marblehead
Dec. 7	Middleton	Paul Frederick Nelson Lorraine Susan Vasey	Middleton Middleton
Dec. 7	Middleton	Charles Walter Lincoln Martha Elizabeth Ives	Middleton Topsfield
Dec. 14	Middleton	James Elwin Johnston Carlene Ann Jones	Trenton, Tenn. Middleton

Birth Record For 1963

Date of Birth	Name of Child	Names of Parents
Jan. 1	Teresa Anne Black	Thomas Dewey Black, Jr. Florence M. Flemming
Jan. 31	Theresa Anne Willett	Alfred Francis Willett Anne Theresa Sateriale
Feb. 1	Ann Marie Gallant	Phillippe Joseph Gallant Lucienne Theresa Fraser
Feb. 1	Baby Boy Robinson	John Francis Robinson Jayne Kathleen Collins

Date of Birth	Name of Child	Names of Parents
Feb. 4	Kathryn Frances Mendalka	John Walter Medalka Patricia Anna Mallett
Feb. 16	Christine Louise Ladd	David Belcher Ladd Rose Kathleen Owens
Feb. 22	Christopher Malone	James Brendan Malone Rosemary Anne Sheehy
Feb. 24	Dean George Luscomb	George Dean Luscomb Linda Ogden Denno
Feb. 26	Terri Jean Stanchfield	Frank Elmer Stanchfield Catherine M. Zaferion
Feb. 27	Baby Boy Anderson	Richard W. Anderson, Jr. Sharon Ayles
Mar. 1	Martha Jean Turla	Marinni Adolph Turla Bertha J. Nizwantowski
Mar. 4	Baby Girl Peachey	Robert Thomas Peachey Betty Marie Fuller
Mar. 14	Diana Lynne Sedlar	Daniel Sedler Janice M. Huber
Mar. 26	Roger Jones	Edward H. Jones Mary Joanne Garrity
Apr. 4	Meredith Richardson Cass	Thomas Richardson Cass Marjorie A. Perry
Apr. 7	Wendy Faye Hudson	William Bernard Hudson Frances G. Shrader
Apr. 7	Karyn Elizabeth Hidden	David Wendell Hidden Janet Ellen Anderson
Apr. 18	Barbara Ann Masse	Chester K. Masse, Jr. Joan C. Bates
Apr. 29	Thomas Brian DiFrancesco	Carl J. DiFrancesco Eloise G. Boucher
Apr. 30	David Jon Lessard	Lucien C. Lessard Arlene M. McCarthy
May 4	Benedict Merle Akers	Melvin E. Akers Jean B. Cushing

Date of Birth	Name of Child	Names of Parents
May 7	Carmine Putnam Marciano	Carmine Marciano Helen M. Richards
May 13	Linda Jeanne Jones	Earl F. Jones, Jr. Janet A. Crosby
May 15	Michael William Fleury	Joseph W. Fleury Lorraine H. DeRosier
May 17	Scott Alan Leary	Francis Joseph Leary, Jr. Janet Trene Marcotte
May 19	Glenda Jean Currier	James Herbert Currier Carolyn Lois Call
May 27	Douglas Joseph Gould	Thomas Joseph Gould Theresa C. Campbell
May 28	Sean Farrell Ballard	Lloyd F. Ballard Martha McGoldrick
May 31	Jill Marie Slauenwhite	Norman W. Slauenwhite Lois M. Reid
June 2	Sarah Winspeare Forney	Robert Ellsworth Forney Joanne Carolyn Jones
June 5	Michael Davis Geary	Thomas Francis Geary Mary M. Bergstrom
June 11	Nancy Ann Martino	Anthony J. Martino Nancy A. Mansfield
June 11	Suzanne Marie Clinch	Charles Sager Clinch, III Janet Marie Wilichoski
June 12	Peggy Jane Franklin	John A. Franklin Dorothy J. Glidden
June 14	Dana David Richards	Alfred E. Richards Esther M. Bennett
June 17	Richard Warren Page	Robert Warren Page Kathryn Janet Boemig
June 21	Glen William Rowell	Herbert Edward Rowell Anne Gove Taylor

Date of Birth	Name of Child	Names of Parents
June 27	Kurt Robert Young	Robert M. Young Natalie V. Klosowski
July 1	Garry Anthony Mercaldi	Luigi Candido Mercaldi Eleanor Louise Pose
July 4	Ronna Mae Hooper	Ronald Winston Hooper Catherine G. Thorpe
July 6	Eugene Edmond Shipley	Eugene Edmond Shipley Geraldine Elsie Laflin
July 9	William Paul Quimby	Francis Calvin Quimby Barbara A. Lang
July 12	Susan Maire Calder	Richard Francis Calder Jeanne Mary Murphy
July 22	John William Tibbetts	John Paul Tibbetts Gloria E. Vanderbroeck
July 25	William Andrew Klosowski	William A. Klosowski, Jr. Joanne Wilkins
July 28	Melisse Eldie Smith	Nathaniel Prescott Smith Sharlene Sylvia Spinney
Aug. 6	Judith Leigh Dorey	John Charles Dorey Marcia Ann Eastman
Aug. 26	Wendy Anne Sauvageau	Edward F. Sauvageau Joyce M. Sterner
Aug. 27	Lisa Jean Margeson	Robert Margeson Sandra J. Gilliland
Sept. 3	Barrie Joseph Rimer, Jr.	Barrie Joseph Rimer Jane Coffin
Sept. 11	Jeffrey Heyer Shuman	Karl A. Shuman Pauline E. Young
Sept. 23	Frank Leonard Ullven	Robert Edward Ullven Suzanne C. Caruso
Sept. 26	Richard A. Mercadante, Jr.	Richard A. Mercadante Loretta Deborah Inacio

Date of Birth	Name of Child	Names of Parents
Sept. 28	Gary Thomas Harlow	Joseph Howard Harlow Barbara J. Felton
Oct. 6	Ann Marie Samson	Helmut Aloisius Samson Gloria Ann Venezia
Oct. 1	Michael Allen DeBoer	Robert Lee DeBoer Joan Reynolds
Oct. 7	Gayle Lynn Russell	James William Russell Lorraine Marie Parent
Oct. 22	Jeffrey Faraday James	Donald Ashton James Lois Muriel Faraday
Oct. 21	Linda Jean Reid	James A. Reid Marilyn L. Doyle
Oct. 21	Lisa Jane Reid	James A. Reid Marilyn L. Doyle
Oct. 25	Steven Jeffrey Meade	Robert Irving Meade Claire Irene Gamble
Oct. 30	Holly Ann Richardson	Edward J. Richardson Elmira June Petrosino
Nov. 4	Sharon Lillian Savoie	Jeffrey W. Savoie Elizabeth A. Grothaus
Nov. 9	Sharon Marie Masse	Harrison L. Masse Anne M. Sullivan
Nov. 20	MaryBeth Jay Preytis	Robert John Preytis Marie Gertrude Sullivan
Nov. 21	Albert John Martino	Albert Bernard Martino Eunice Lee Mauer
Nov. 22	Baby Boy Gauthier	Eugene Noyle Gauthier Henriette M. Boisvert
Nov. 23	Carl Wallace Peart	Arthur R. Peart Florence E. McCormack
Nov. 24	Daniel Roy Rollins	Russell Mackenzie Rollins June Janet Anderson

Record of Resident Deaths In 1963

		Name of Deceased	Age
Jan.	7	Ellen Merrill	92 years
Jan.	5	Maude E. Hatfield	66
Jan.	15	Eugenie L. Marshall	65
Jan.	2	Withold Dzenglewski	80
Jan.	22	Mabel A. Evans	82
Feb.	1	Armand Belanger	57
Mar.	8	Patricia Ann Demers	2 mos.
Mar.	17	Michael J. Walsh	79 years
Mar.	4	Katherine L. Andrews	83
Mar.	5	Edith Kinney	88
Mar.	19	Katherine Sokolowski	77
Mar.	22	Frederik Wenz	93
Apr.	24	Giles G. Coughlin	66
Mar.	28	Baby Boy Jones	2 days
Apr.	4	Philip Barrett	6 mos.
May	13	Jean Denise Amero	16 years
May	17	Benjamin T. Nimblett	81
June	27	Gladys McDonald	63
June	23	Everett R. Dion	54
July	30	Maximillian John Breau	57
Sept.	17	Daniel Leone	84
Sept.	25	Richard N. Maxwell	80
Aug.	14	Bradley Scott Bartlett	3 years
Oct.	29	James H. Wightman	60
Nov.	30	Edward F. Burke	49
Dec.	19	Theodore Cathcart	53
Dec.	25	Frederick Davis	73
Dec.	31	Arthur Paradis	83

43 Non-Resident Deaths

Fish and Game Licenses Issued For 1963

192 Resident Citizen	Fishing
112 Resident Citizen	Hunting
46 Resident Citizen	Sporting
37 Resident Citizen Minor	Fishing
20 Resident Citizen Female	Fishing
3 Duplicate License	
7 Archery Deer Stamp	
9 Resident Citizen Sporting (70 years or older) Free	

Dog Taxes Collected For 1963

232 Male Dogs @ \$2.00	\$	464.00
51 Female Dogs @ \$5.00		255.00
126 Spayed Female Dogs @ \$2.00		252.00
6 Kennel @ \$10.00		60.00
3 Kennel @ \$25.00		75.00
		<hr/>
	\$	1,106.00
Less Fees Deducted		104.50
		<hr/>
	\$	1,001.50

Respectfully submitted,

WILLIAM T. MARTIN, JR.

Town Clerk

TAX COLLECTOR'S REPORT

REAL ESTATE TAXES — 1962

Balance January 1, 1963	\$ 40,313.18	
Interest	1,078.56	
Refunds	680.00	
Collections:		
Tax		38,882.46
Interest		1,078.56
Abatements		680.00
Transferred to Tax Title Accounts		1,430.72
	\$ 42,071.74	\$ 42,071.74

REAL ESTATE TAXES — 1963

1963 Commitment	\$533,064.49	
Interest	87.06	
Refunds	706.45	
Collections:		
Tax		480,890.46
Interest		87.06
Abatements		10,773.54
Transferred to Tax Title Accounts		2,274.13
Uncollected balance December 31, 1963		39,832.81
	\$533,858.00	\$533,858.00

MOTOR VEHICLE & TRAILER EXCISE TAXES — 1961

Balance January 1, 1963	\$ 451.56	
Interest	47.86	
Collections:		
Tax		298.93
Interest		47.86
Abatements		152.63
	\$ 499.42	\$ 499.42

MOTOR VEHICLE & TRAILER EXCISE TAXES — 1962

Balance January 1, 1963	\$ 12,710.05	
Committed 1963	8,656.09	
Interest	566.03	
Refunds	784.78	
Collections:		
Tax		18,768.71
Interest		566.03
Abatements		3,326.10
Uncollected balance December 31, 1963		56.11
	<u>\$ 22,716.95</u>	<u>\$ 22,716.95</u>

MOTOR VEHICLE & TRAILER EXCISE TAXES — 1963

1963 Commitment	\$ 68,787.52	
Interest	44.75	
Refunds	1,414.54	
Collections:		
Tax		44,087.58
Interest		44.75
Abatements		3,780.42
Uncollected balance December 31, 1963		22,334.06
	<u>\$ 70,246.81</u>	<u>\$ 70,246.81</u>

POLL TAXES — 1962

Balance January 1, 1963	\$ 20.00	
Interest	.87	
Collections:		
Tax		18.00
Interest		.87
Abatement		2.00
	<u>\$ 20.87</u>	<u>\$ 20.87</u>

POLL TAXES — 1963

1963 Commitment	\$ 1,982.00	
Interest	2.54	
Collections:		
Tax		1,620.00
Interest		2.54
Abatements		336.00
Uncollected balance December 31, 1963		26.00
	<hr/>	<hr/>
	\$ 1,984.54	\$ 1,984.54
	<hr/>	<hr/>

PERSONAL PROPERTY TAXES — 1961

Balance January 1, 1963	\$ 47.57	
Interest	3.12	
Collections:		
Tax		47.57
Interest		3.12
	<hr/>	<hr/>
	\$ 50.69	\$ 50.69
	<hr/>	<hr/>

PERSONAL PROPERTY TAXES — 1962

Balance January 1, 1963	\$ 618.12	
Interest	17.90	
Tax		597.72
Interest		17.90
Abatement		20.40
	<hr/>	<hr/>
	\$ 636.02	\$ 636.02
	<hr/>	<hr/>

PERSONAL PROPERTY TAXES — 1963

1963 Commitment	\$ 13,084.55	
Interest	2.86	
Collections:		
Tax		12,448.74
Interest		2.86
Abatements		28.40
Uncollected balance December 31, 1963		607.41
	<hr/>	<hr/>
	\$ 13,087.41	\$ 13,087.41
	<hr/>	<hr/>

FARM ANIMAL EXCISE TAXES — 1962

Balance January 1, 1963	\$	20.00	
Uncollected balance December 31, 1963			20.00
	\$	20.00	\$ 20.00

FARM ANIMAL EXCISE TAXES — 1963

1963 Commitment	\$	50.65	
Collections			30.00
Uncollected balance December 31, 1963			20.65
	\$	50.65	\$ 50.65

WATER LIEN ACCOUNTS — 1962

Balance January 1, 1963	\$	197.45	
Collections			197.45
	\$	197.45	\$ 197.45

WATER LIEN ACCOUNTS — 1963

1963 Commitment	\$	1,231.02	
Collections			1,059.27
Transferred to Tax Title Accounts			72.88
Uncollected balance December 31, 1963			98.87
	\$	1,231.02	\$ 1,231.02

SUMMARY AND COMPARISON
COMMITMENTS AND COLLECTIONS 1962-1963

	Commitments 1962	Commitments 1963	Amt. of Increase
Real Estate Taxes	\$506,612.92	\$533,064.49	\$ 26,451.57
Motor Vehicle Excise Taxes	67,217.33	77,443.61	10,226.28
Poll Taxes	2,014.00	1,982.00	32.00*
Personal Property Taxes	12,376.34	13,084.55	708.21
Farm Animal Excise Taxes	265.00	50.65	214.35*
Water Lien Accounts	461.53	1,231.02	769.49
	<u>\$588,947.12</u>	<u>\$626,856.32</u>	<u>\$ 37,909.20</u>

* Decrease

	Collections 1962	Collections 1963	Amt. of Increase
Real Estate Taxes	\$484,598.86	\$520,938.54	\$ 36,339.68
Motor Vehicle Excise Taxes	62,808.13	63,813.86	1,005.73
Poll Taxes	1,687.91	1,641.41	46.50*
Personal Property Taxes	12,741.13	13,117.91	376.78
Farm Animal Excise Taxes	264.70	30.00	234.70*
Water Lien Accounts	167.25	1,256.72	1,089.47
	<u>\$562,267.98</u>	<u>\$600,798.44</u>	<u>\$ 38,530.46</u>

* Decrease

SUMMARY OF ACCOUNTS

	1962 Number of Accounts	1963 Number of Accounts	Increase
Real Estate	1,332	1,343	11
Motor Vehicle Excise	2,240	2,972	732
Poll	1,007	991	16*
Personal Property	65	64	1*
Farm Animal Excise	4	3	1*
Water Liens	9	14	5
Total	<u>4,657</u>	<u>5,387</u>	<u>730</u>

* Decrease

The Summary and Comparison of Commitments and Collections for 1962 and 1963 shows an increase in Total Commitments of \$37,909.20 as compared to an increase of \$38,530.46 in Total Collections. Total Taxes were 90% collected as of December 31, 1963. Late December Commitments of 1963 Excise Taxes totaling \$17,414.28 has affected total Collections for this year. The Total number of Tax accounts for 1963 was 5,387. This represents an increase of 730 accounts for the year.

Respectfully submitted,

HAROLD E. TYLER

Collector of Taxes

LIST OF JURORS

Mr. Charles H. Metcalf
 Assistant Clerk of Courts
 Salem, Massachusetts

Dear Sir:

Following is a list of the Jurors prepared by the Selectmen of the Town of Middleton, in accordance with Chapter 234, Section 4, General Laws:

Name	Street	Occupation
Black, Thomas D., Jr.	Peabody St.	Mch. Shop Maintenance
Cashman, William F.	Mill St.	Sole Cutter
Churchill, Eugene E.	Oak Road	Crane Operator
Cosman, Francis E.	Wennerberg Road	Supply Tech.
Dolan, Thomas F.	Essex St.	Prod. Mgr.
Gould, Thomas J.	River St.	Carpenter
Gowen, Robert G.	So. Main St.	Supervisor
Hayden, Philip C.	Essex St.	Elec. Eng.
Ingalls, Donald R.	Cherry Ave.	Mach. Chaser
Kelley, David W.	Webb St.	
Luzinski, Edward J.	Boston St.	
Martinuk, William	Haswell Park	Auto Mech.
Miller, George W.	60 Liberty St.	Tool & Die Maker
Peterson, Carl A.	Forest St.	Retired
Ryer, James L.	10 Gregory St.	Stationary Fireman

Very truly yours,

BOARD OF SELECTMEN

Frank T. LeColst, Chairman

George M. Farley, Clerk

Robert G. Gowen

BOARD OF APPEALS

To the Honorable Board of Selectmen and the
Citizens of the Town of Middleton

Gentlemen:

The Board of Appeals respectfully submit their report for the year ending December 31, 1963.

Regular meetings held at Memorial Hall, South Main Street, on the second Thursday of every month at 8:00 P.M.

All application for Public Hearings **MUST** be in the hands of the Board of Appeals Clerk and **MUST** include the names and addresses of all abutters concerned, if any, at least 20 days before regular meeting nights in order to properly process said applications and have said applications published, as the law requires, at least 21 days before the hearing is held.

All applications for Public Hearings **MUST** be filed at the Town Clerk's Office.

Regular Meetings Held	7
Special Meetings Held	13
Public Hearings Held	20
Decisions Granted	6
Decisions Rejected	3
Applications Dismissed	2
Renewals Granted	5

Respectfully submitted,

BOARD OF APPEALS
Walter Clinton, Chairman
Thomas D. Black, Jr., Clerk
Nathan Hayward, Jr.
Thomas Dolan
Donald Aylward

BOARD OF PUBLIC WELFARE

To the Honorable Board of Selectmen and the
Citizens of the Town of Middleton

Report for the year ending December 31, 1963.

The following categories are reimbursed according to formula by Federal and State funds with the Town paying the balance. Investigations of eligibility are made by the Central Essex Welfare District, approved by the Board of Public Welfare and administered by the District.

AID TO FAMILIES OF DEPENDENT CHILDREN

No settlement laws in AFDC	13 cases	37 persons
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DISABILITY ASSISTANCE

No settlement laws in DA	11 cases	11 persons
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MEDICAL AID FOR THE AGED

No settlement laws in MAA	34 cases	34 persons
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OLD AGE ASSISTANCE

Unsettled cases (State)	7 cases	7 persons
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Outside Cities and Towns	5 cases	5 persons
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Middleton settled	27 cases	27 persons
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GENERAL RELIEF

General Relief is a Temporary Aid program which is investigated and administered directly by the Board of Public Welfare.

Unsettled cases (State)	1 case	2 persons
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Middleton settled	5 cases	5 persons
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Middleton settled, aided in other Towns	7 cases	14 persons
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Amendments to Chapters 117 and 118A have eliminated legal settlement in the General Relief and Old Age Assistance programs effective on January 1, 1964.

The Board of Public Welfare wishes to thank the Board of Selectmen, the various department of the Town and the Community Nurse for their cooperation during the year.

Respectfully submitted,

LESLIE E. MERRIFIELD, Chr.

ROGER M. PEABODY

LEYLAND A. PHILLIPS, Clerk

FIRE DEPARTMENT REPORT

To the Honorable Board of Selectmen and the
Citizens of the Town of Middleton

I hereby submit my Annual Report of the Fire Department
for the year ending December 31, 1963.

The Fire Department personnel consists of a Chief, Deputy-Chief, Captain, three Lieutenants, and twenty-two privates, making a total of Twenty-eight men.

The Department answered 261 calls in 1963. They were as follows:

Buildings	19
Automobiles	17
Brush, Woods, Rubbish, Grass	94
Dump	4
Oil Burners	40
Electrical	3
Miscellaneous (Accidents, Etc.)	4
Chimney	2
Overheated boiler	1
Out of Town (Mutual Aid)	20
Service Calls	44
Rescue Calls	17
Investigations (Smoke, Gas, odors, etc)	25
Needless Alarms	6
False Alarms	4

Total	261
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Box Alarms	83
Still Alarms	178

Total	261
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Inspections and Permits granted for the following:

Permits to Burn	527
Explosives	8
Fireworks	0
Gasoline	1
Oil Burners	40
L.P. Gas	40

Total	601
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The equipment of the Department is generally in good repair. However, consideration should be given to the acquisition of a new pumper in the near future to keep within the Underwriters specifications as to replacing equipment over twenty (20) years of age.

The Fire Alarm System is in good repair, and was further expanded by the addition of more transmission wire. Two new boxes were installed in the system this past year. These boxes are 162, located on Webb Street, and 332, located at Meadow Drive and Edgewood Street, in the new development off South Main Street. This makes a total of 30 boxes now located throughout the Town.

The Drill School, held Monday evenings from May through December is in its ninth year, and is received with much enthusiasm and cooperation by the members of the Department.

The radio authorized to be purchased at the last Annual Town Meeting, in March, was installed in the County Mutual Aid Network, on April 27, 1963.

It was put to good use at our serious woods fire on October 12, when it was used to get assistance from nine communities, and the Department of Natural Resources, with the result of not losing any buildings, and control of the fire within a matter of a few hours.

I have inserted an article in the Annual Town Warrant requesting \$12,375.00 to pay the salaries of three (3) permanent men for the Fire Department. These men to go to work the first week in April, 1964. I feel this request is of an urgent nature, in that we can no longer depend on call men during the crucial first minutes of an alarm. We had 261 alarms this past year, of which 194 were between the hours of 8:00 A.M. and 6:00 P.M., when our manpower is at its lowest ebb.

I again urge the Citizens of the Town to use a fire alarm box, if one is nearby, or to Dial 774-2211 for fire or any type of emergency. **DO NOT DIAL THE OPERATOR.**

I wish to thank the Board of Selectmen, Department Heads, and the Citizens of the Town for their cooperation during the past year.

To the Officers and men, many thanks for your continued efforts and cooperation, to keep our department on the top, as usual.

Respectfully submitted,

HAROLD F. PURDY

Chief

POLICE DEPARTMENT REPORT

To the Honorable Board of Selectmen and the
Citizens of the Town of Middleton

Gentlemen:

I hereby submit my report of the Middleton Police Department
for the year ending December 31, 1963.

DEPARTMENT ROSTER

James W. Wentworth, Chief of Police
Lloyd H. Getchell, Sergeant Harold G. Moore, Sergeant

REGULAR SPECIALS

Arthur G. Doane Robert Hurd
William C. Pennock Edward J. Richardson
Robert Peachey

OFFENSE FOR WHICH ARRESTS WERE MADE

Armed Robbery	1
Assault	1
Assault and Battery	1
AWOL	1
Breaking and Entering	1
Breaking and Entering in the Nighttime	2
Drinking Under Age (Turned over to parents)	4
Drunkeness	33
Escaped Persons	7
Failing to stop for a Legal Stop Sign	1
False Alarm of Fire	1
Insane Persons	5
Larceny	8
Leaving the scene of a motor vehicle accident after causing property damage	2
Malicious damage to property	2
Non-support	5
Obtaining narcotic drugs from another without making a disclosure as to treatment	1
Operating a motor vehicle after suspension of license	3
Operating a motor vehicle which was uninsured	2
Operating a motor vehicle which was unregistered	2
Operating a motor vehicle while under the influence of liquor	9
Operating a motor vehicle to the left of the center of the traveled part of the way	1

Operating a motor vehicle so as to endanger	1
Operating a motor vehicle without a license in their possession	2
Operating a motor vehicle without a registration in possession	2
Parking violations (Warrant)	4
Possession of hypodermic needle and adapter	1
Receiving stolen property	1
Runaway	3
Setting fire to brush and woodlands	5
Speeding	21
Suspicion of Larceny	2
Using a motor vehicle without authority	4
Total	139

There are now warrants for 1 count of Armed Robbery and 1 count of Attempted Rape lodged against a subject who is now in custody for Murder. These warrants were issued as a result of secret indictment by the Grand Jury.

OFFENSES WHICH WERE REFERRED TO THE REGISTRY OF MOTOR VEHICLES FOR ACTION

Accidents (Motor Vehicle)	62
Defective Equipment	4
Discharging Fire-crackers from a Motor Vehicle	1
Dumping rubbish on a public way	3
Failing to stop for a legal stop sign	5
Failing to stop for a school bus which was loading or unloading passengers	5
Illegal hauling on a posted road	5
Operating a motor vehicle in an improper manner	1
Operating a motor vehicle after drinking	11
Operating a uninsured trailer	1
Operating an unregistered trailer	1
Operating a motor vehicle without a license in their possession	1
Operating a motor vehicle to the left of the center of the traveled part of the way	1
Passing in a posted no passing zone	17
Speeding	97
Trespassing with a motor vehicle	1
Unnecessary noise	1
Total	217

There were 38 residents who lost their drivers license as a result of improper operation in other towns. Also, there were a total of 91 motor vehicles stopped and checked for various reasons.

MISCELLANEOUS

Ambulance cases	94
Accidents (Other than motor vehicle)	7
Auto Accident Investigated	62
Complaints received and investigated	512
Cruiser Cases	143
Dogs shot by Police Department	2
Dogs killed by automobiles	21
Escaped patients returned to Danvers State Hospital	3
Fire-Alarms that Police went to	77
Missing and lost person found	10
Messages delivered	123
Summons and Warrants served	208
Turned over to the Town Treasurer for Fire-Arms permits	\$24.00
Stolen property recovered and restitution	\$12,569.89

As in the past the Police Department has conducted many investigations not listed above which have been settled satisfactorily to all concerned without making arrests or going to court.

In closing, the men are to be commended for their prompt response and their efficiency of operation. A sincere thanks is extended to the State Police, Officials of the Town of Middleton and the Board of Selectmen and also to the Townspeople. To all those who have assisted this department in any way we are grateful.

Respectfully submitted,

JAMES W. WENTWORTH

Chief of Police

REPORT OF BOARD OF HEALTH

TO THE BOARD OF HEALTH:

During the year 1963 the following programs were carried out:

Sixteen Well Child Conferences were held with 160 children in attendance, Ninety-eight Diphtheria Pertussin-Tetanus (sometimes called "Baby Shots") and 44 Salks Polio were given. Twenty-four received Smallpox Vaccine and 116 were given physicals. In all 282 Treatments were given. Twenty-eight children entered the first grade from the Well Child Conference.

During the year 1047 home contacts were made for Health teaching and Mobility services.

The Massachusetts Vision Test by means of a new Titmus machine was given to 483 children. This new machine enabled the nurse to test in the Health room, so eliminating the problem of space, light, and the children putting on and taking off glasses. Eighteen failures were found and after retesting were reported in writing to the parents. Most have been or are presently under treatment.

Hearing tests were given to 507 children with 39 failures. These children were all referred to their own physicians and I am pleased to say most of them have been seen by private physicians. The hearing tests are done individually by means of an Audiometer, and failures are rechecked before a written notice is sent home.

The Manteux test was given to children in grades 1 and 6. Those coming into school and children entering their teens. In this test a drop of harmless liquid tuberculin is put into the skin. The Essex County Health Association and State Officials feel this test is the most accurate. Only 4 positive reactors were found and follow-up visits were made to the homes. Receiving great cooperation, all contactors and positive reactors were checked at the Essex San., except one and he was hospitalized and checked by his private physician. No active T.B. was found.

Physical examinations were given to children in grades 1 and 4, starting in the fall of 1962 and continuing through the spring of 1963. A total of 95 children were given complete physicals by Dr. William Wiswall, the school physician, with many mothers present. Sixty-four went to their own family physician and the forms filled out by their doctors were attached to their health records in the

school. Reports of defects were sent home in writing for the most important findings, referring them to their own family physicians for care and correction. Hemoglobin determination and urine analysis are done on all children receiving complete Physicals at school.

Approximately 1040 children visited the Health Room in the past year for illness or accidents during the day.

A pediculosis check was conducted twice during the year with excellent results.

Heights and Weights of all School children were checked.

Forty-six attended the Diphtheria-Tetanus clinics held during the year, 2 receiving their original series of 3, and 44 receiving boosters.

Numerous Sabin Oral Polio Clinics were held for children not eligible last year. A total of 421 children received Type I, 385 Type III, and 459 Type II. Only 12 children in the school did not receive the series as their parents refused permission.

Sabin Oral Polio Clinics were held for adults as well as for children. In the month of February, 51 Town employees, and 227 other adults took advantage and received Type I. In March 53 Town employees and 257 adults received Type II, and in May 56 Town employees and 208 adults received Type III. A total of doses given — Type I 899, Type II 1083, and Type III 864.

Asiatic Flu Clinics were held for town employees to receive their boosters and new employees were given their series of two.

Pre-school Lazy Eye Clinics were held in April for children 4½ to 6 years of age. Eighty-four were tested and letters sent to parents of all children failing the test, referring them to their own doctors.

Work conferences with Miss Frances Bruni, R.N., T. B. Coordinator of Essex County Health Association were held for the purpose of locating all Middleton residents who require T.B. supervision and return them to current follow-up. This entails the setting up of a T.B. file system which includes an active case file, plus a follow-up appointment register along with means of notifying patients on matters regarding their check-up for T.B. Once this work has been completed we will have a T.B. follow-up system containing information available to both the Health Agent and the Nurse.

Annual reports have been sent to the following:

Department of Education - on Physical Handicapped Children.
Mass. Dept. of Public Health, Child Growth and Development
Section for Vision Conservation - also Hearing Program Activities and Dental Health.

Div. of Maternal and Child Health Services, a report on School Health Services.

The Tuberculin Testing Report was sent to the Essex San., and a copy sent to the County Health Association.

A report was sent to Mr. Port on Health Activities in the school for the year.

The nurse attended a conference with Mr. Reardon, The State Consultant on Vision Testing after receiving the new Titmus machine, for recertification as required by law, and a lecture given by the N. E. Council of Optometrists on Vision. The Annual T. B. Conference at the Village Green and a series of 6 lectures at the Essex San. was attended by the nurse. Also completed the third semester at Danvers State Hospital the course given for Public Health Nurses, attended a number of workshops pertaining to school nursing and public health, an all day workshop on P. K. U. and another on the new approach to "Heart Today".

A conference was held last June with Mrs. Hoogerziel to discuss healthwise, our sixth graders entering Masconomet in September.

A two-day conference held by State Nurses Association on Public Health and School Nursing was attended.

PHYLLIS S. BROWN, R.N.

Community Nurse

ASSESSORS' REPORT

The following is a recapitulation of the money appropriated by the Town of Middleton and the estimated receipts deducted therefrom in the determination of the 1963 tax rate.

APPROPRIATIONS

Town appropriations	\$ 958,845.09
Total appropriations voted to be taken from available funds	37,183.11
State Parks and Reservations	1,696.73
State audit of municipal accounts	1,885.10
County Tax	12,440.62
Tuberculosis Hospital Assessment	2,175.48
1963 Overlay	12,459.35
	<hr/>
Gross amount to be raised	\$ 1,026,685.48

ESTIMATED RECEIPTS AND AVAILABLE FUNDS

Income Tax	77,187.36
Corporations Taxes	17,500.60
Reimbursement on account of publicly owned land	2,903.62
Old Age Tax (Meals) Chap. 64B, S. 10	1,651.07
Motor Vehicle and Trailer Excise	57,000.00
Licenses	5,000.00
Fines	350.00
General Government	2,000.00
Protection of Persons and Property	500.00
Health and Sanitation	150.00
Highways	1,300.00
Charities (other than Federal Grants)	9,000.00
Old Age Assistance (other than Federal Grants)	7,000.00
School (Funds from income tax not to be included)	10,400.00
Public Service Enterprises	224,744.00
Cemeteries (other than trust funds and sale of lots)	1,195.00
Interest	2,900.00
State Assistance for School Construction	9,970.00
Farm Animal Excise	50.65
Lieu of Taxes (Town of Danvers)	1,281.39
Lieu of Taxes (Middleton Electric Light)	8,500.00
	<hr/>
Total estimated receipts and available funds	478,544.44

Gross amount to be raised	1,026,685.48
Total estimated receipts and available funds	478,544.44
<hr/>	
Net amount to be raised by taxation	548,131.04
Net amount raised by taxation on personal property	13,084.59
Net amount raised by taxation on real estate	533,064.45
Number of polls assessed 991	1,982.00

TOTAL VALUATION

Personal Property	184,290.00
Real Estate	7,507,950.00
1963 Tax Rate	71.00

Respectfully submitted,

PAUL B. WAKE, SR., Chr.

WILBUR A. WITHAM

ERNEST F. LeBEAU

REPORT OF GAS INSPECTOR

To the Honorable Board of Selectmen and the
Citizens of the Town of Middleton

Gentlemen:

I hereby submit my first annual report as Gas Inspector for the Town of Middleton.

I would like to take this opportunity to thank the Board of Selectmen, the gas companies and the residents of the Town of Middleton for their cooperation.

Permits may be obtained at Memorial Hall on Fridays from 4:00 P.M. to 4:30 P.M.

49 inspections and permits were granted.

Amount collected in fees and turned
over to the Town Treasurer \$ 195.00

Respectfully submitted,

BURT HURD

Gas Inspector

BUILDING INSPECTOR'S REPORT

To the Honorable Board of Selectmen and the
Citizens of the Town of Middleton

Gentlemen:

I hereby submit my report for the year ending December 31, 1963. New home building was in a sharp rise from last year due to the construction at Brigadoon on Route 114. This project alone accounted for 38 of the 56 new homes constructed during this period. The rest of the construction held about the 1962 level.

At the March Town Meeting I had an article in the warrant to increase the fees for Building Permits, which was approved and was also approved by the Attorney General and the new rates were put into effect during June 1963. These new rates will make the Department more self supporting.

I would like, at this time, to express my appreciation for the fine cooperation given me by all Town Departments and the Citizens of the Town of Middleton during the past year.

Permits Issued	Estimated Value
56 Dwellings	\$572,500.00
11 Additions	13,400.00
1 Art Studio	7,000.00
1 Swimming Pool and Enclosure	4,000.00
4 Garages	3,600.00
1 Garage and Shop	2,290.00
2 Dormer	1,800.00
2 Chimneys	1,550.00
2 Remodel	1,500.00
1 Club House	1,500.00
5 Porches	1,200.00
8 Reshingle	1,000.00
3 Replace Roof	800.00
1 Storage Shed	500.00
1 First Aid Room	500.00
1 Shop and Stable	250.00

1 Chicken House	200.00
1 Stand	150.00
1 Stable	100.00
4 Buildings Moved	
10 Buildings Razed	
Elementary School	300,000.00
	<hr/>
Total	\$913,480.00

Amount collected in fees and turned over to

to the Town Treasurer \$ 1,123.50

Respectfully submitted,

ROGER M. PEABODY

Building Inspector

REPORT OF PLANNING BOARD

To the Honorable Board of Selectmen and the
Citizens of the Town of Middleton

The Planning Board respectfully submit their report for the year ending December 31, 1963.

Regular meetings are held at Memorial Hall, South Main Street, on the third Thursday of every month at 8:00 P.M.

At the first meeting the following officers were elected: Louis Barret, Chairman; and John Goodwin, Clerk.

This past year has been one of activity and progress. Activity, evidenced by the many meetings with various town boards for the purpose of communication and understanding of each other's objectives. Activity by the many meetings held with the developers of "Brigadoon" for the purpose of clarifying issues and the granting of "lot releases." Activity by the frequent inspections made at the development by your Board to ensure agreement performance. As of January 31, 1964, thirty-one homes have been built.

In addition to the 12 regular monthly meetings, special meetings were held in the interest of considering and expediting action on proposals and applications subject to the Zoning By-Laws which were brought before the board.

Progress, in that the "Subdivision Rules and Regulations" were completely revised and up-dated. These rules and regulations are a very important part of good town planning, in that they serve as a blueprint for future developments by spelling out in detail, the requirements for street construction and widths, grades, sidewalks, drainage etc. New books are now available to all having need of same.

"Master Planning" is a subject that is discussed quite frequently these days and has been undertaken by some of our progressive neighboring towns. Your Planning Board is interested in the aspects of a Master Plan for Middleton, and recently published in our town

weekly newspaper the complete contents of a "Preliminary Survey" completed in 1962 by a professional planning consultant, in an effort to acquaint you with what is involved. We feel that a Master Plan is vital to the prosperity and future growth of this Town, and would be of immeasurable value to all Town departments in the years ahead. An Article is in the Town Warrant requesting funds to undertake this project; two-thirds the total cost of this project is underwritten by the Government. We would appreciate your support. It may be appropriate at this time to mention the two bills before Congress, which state in substance that any city or town that does not have a Master Plan within two years after passage of this bill (assuming it does pass) would be ineligible for any Federal Aid. One Bill is the Case Bill S.915, and the other the Muskie Bill.

We wish to extend our sincere thanks to the Board of Selectmen, the Building Inspector, the Board of Health, the Board of Appeals and the Finance Committee for their cooperation, as well as that shown by the Citizens of Middleton.

Respectfully submitted,

LOUIS BARETT, Chairman

JOHN GOODWIN, Clerk

FRANK CONNOR

HENRY SAWYER

RAYMOND DANSEREAU

DOG OFFICER'S REPORT

To the Honorable Board of Selectmen and the
Citizens of the Town of Middleton

I hereby submit my report as Dog Officer for the year ending December 31, 1963.

Complaints received and investigated	133
Dogs restrained	42
Dogs placed in pound	17
Dogs returned to rightful owners	14
Poultry and animals killed by dogs	42
Report of dog bites	40
Stray dogs disposed of	3
Selectmen's hearings on dog complaints	1
Miscellaneous cases	45

In making this report I would like to point out that there were 143 delinquent dog licenses. The owners were notified to license their dogs and did so without court appearance. Also, a total of 263 miles was traveled in investigation of the various dog complaints.

I wish to notify all dog owners that their dog licenses are due on April 1, 1964 and payable to the Town Clerk. Chapter 140, Section 138, being the (owner) or (keeper) of a dog 3 months old after March 31st and you did not cause it to be licensed. (Penalty \$15.00 each).

In closing I would like to extend my appreciation to the Board of Selectmen, the Police Department, the Town Clerk and all dog owners for their splendid spirit and co-operation shown during the year 1963.

Respectfully submitted,

HAROLD B. SKINNER

Dog Officer

INSPECTOR OF WIRES REPORT

Board of Selectmen
Middleton, Massachusetts

Gentlemen:

I hereby submit my report as Wire Inspector for the year ending December 31, 1963.

There were 153 permits issued amounting to \$134.25 in fees. There were forty changes of service from 110-220 volts due to load conditions or an increase of load. Forty-seven permits were for new homes, five were for temporary services, and one for a garage.

All wiring has been inspected up to date except for ten jobs which are in the process of construction. A total of 185 calls have been made since January 1, 1963 covering 1300 miles. There were many calls made at the request of those planning to have electrical work installed and wanting information.

I would like to express to the Townspeople that it is very important, when having additional wiring done, to have the main distribution checked by a competent licensed electrician to make sure that they are not over loaded. It is for their safety that electrical work be inspected.

I wish to thank the Board of Selectmen, the Electric Light Department, and the people of Middleton for their cooperation.

Respectfully submitted,

JOHN MILBERY

Wire Inspector

PARK DEPARTMENT REPORT

Honorable Board of Selectmen
Town of Middleton
Dear Sirs:

I hereby submit my report for the year of 1963.

I wish to thank the various departments for their cooperation, also to thank Mr. Hazen Richardson for again donating sand for the swimming pool.

A program of lime and fertilizer has been started at the park. The baseball diamonds have been put in shape and (6) six new steel see-saws have been added to playground equipment.

The parking area at East Street pool was increased and the entrance improved and the beach sanded.

Respectfully submitted,

ERNEST R. GOULD

Superintendent

REPORT OF INDUSTRIAL DEVELOPMENT COMMISSION

To the Honorable Board of Selectmen:

The following is the Annual Report of the Middleton Industrial Development Commission for the year 1963.

The objectives of the Commission have been and are to foster interest in new industrial growth within the Town by searching out and contacting prospective industrial concerns interested in locating in this area.

The Commission has completed a survey of 310 acres of the Town's industrially zoned land. The results of this survey are on file. Owners of much of this industrial land have been contacted to determine willingness to sell, and the approximate price desired. With this information, the Commission has met with prospects looking for industrial sites and discussed their needs as to transportation facilities, services, and other requirements, as well as explaining the advantages of locating in Middleton.

There have been joint meetings several times with the Planning Board to discuss future recommendations to the town meeting body relative to re-zoning other more desirable acreage as industrial area. As a result of these meetings, the Industrial Development Commission recommends that a long-range Master Plan be prepared by the Town as recommended by the Planning Board, to control the growth of the Town and assure a well-balanced proportion of residential and industrial properties. It is hoped that that portion of the Master Plan pertaining to industrial re-zoning will be ready for the approval of the voters of the town at the time of the Annual Town Meeting in 1965.

A report of the Town's industrially zoned property was delivered in August, 1963 to the Massachusetts Department of Commerce, Division of Development.

We wish to thank the Board of Selectmen and the citizens of Middleton for their confidence and cooperation in enabling our Commission to operate effectively. We also wish to stress the fact that our townspeople and property owners are the best possible boosters and Good Will ambassadors for the Town. It is a fact that people who work together harmoniously and unselfishly for the overall good of a town create a favorable climate in that town, the type of climate that attracts desirable industry.

The Commission feels that significant progress has been made during the past year toward our objectives.

Respectfully submitted,

STANLEY W. KLOSOWSKI, Chm.

HELEN RICHARDSON

GEORGE M. FARLEY

HENRY G. ROBERGE

DR. GEORGE J. HAYKAL

SELECTMEN'S REPORT

To the Citizens of Middleton:

The Board of Selectmen respectfully submit their annual report for the year ending December 31, 1963.

Regular meetings of this Board have been held every Tuesday at 8 P.M., except during July and August when a summer schedule of every other Tuesday was in effect. All meetings were held at the Selectmen's office at Memorial Hall, South Main Street.

This Board also functions as the Board of Health, Licensing Authority and Police Commissioners.

Two Town Meetings were held during 1963. The regular meeting in March and a Special in October. Special election was also held on June 19, 1963 to elect one Selectman due to an existing vacancy created by the resignation of Wilbur C. Rundlett, Jr.

In addition to the usual reappointments which are made each year, the following special appointments were made:

Dr. Edward Jones, South Main St., to fill vacancy on local School Board caused by resignation of Robert Brown.

Francis Masse, East St., to fill vacancy on local School Board caused by resignation of Norman Nathan, East St.

Robert Forney, East St., to fill vacancy on local School Board caused by the resignation of Rosamond Bastable.

George M. Farley, Maple St., to fill vacancy on Industrial Commission Board caused by resignation of Robert Young.

Henry G. Roberge, Park St., to fill vacancy on Industrial Commission Board caused by resignation of Jeffrey W. Savoie.

John Bowers, Liberty St., to fill vacancy as Board of Health Agent caused by the resignation of Wilbur C. Rundlett, Jr.

Beaumont Hurd, Essex St., to the newly-created post of Plumbing Inspector.

Appointed as Committee on Housing for the Aged: Mrs. Laura Dansereau, John Spottiswood, Roger Peabody, John Goodwin and Carl Peterson.

The Board wishes to express its deep appreciation for the assistance, cooperation and devotion to public service given so generously by the department heads, elected and appointed boards and to the citizens of the Town.

The Board wishes to extend an invitation to all citizens to join us at any of our regular Tuesday night meetings and discuss any problems or suggestions that they feel might be of benefit to our town.

Respectfully submitted,

BOARD OF SELECTMEN

Frank T. LeColst

George M. Foley, Clerk

Robert G. Gowen

REPORT OF WATER BOARD

To the Honorable Board of Selectmen and the
Citizens of the Town of Middleton

Gentlemen:

Herewith is submitted our annual report as your water board.

The Board of Water Commissioners had a very busy year. During the year many meetings were held with the Danvers Board concerning our mutual problem, withh very satisfactory results for all parties concerned.

This Board has endeavored to do as little as possible with our present system pending the receipt of the water survey report that was authorized by the town. We felt that money spent at this time other than necessary repairs was unadvisable until a plan can be adapted.

We are happy to announce that our application for Federal funds to survey our present water system and to make preliminary plans for a Town wide water system was approved in January 1963. The Board awarded the contract for this survey to Whitman & Howard Eng., Boston. This survey was completed in December 1963 and the final report was received by the board the last of January. This report is very complete and at last if adopted by the town will guide us in installing an adequate water system. Because this report was received too late in the year for the Board to completely evaluate its contents and recommendations, the Board of Water Commissioners has submitted an article in the Town Warrant for 1964 for a study committee to review this report and to make recommendations to the Town.

The contract for the Water main to the Brigadoon development in which Middleton, Danvers, and the general developer share in the cost was awarded to C. Justino Inc., general contractors Hyde Park, Mass in November. Work was started the first week in December. The contractor was forced to abandon this project on December 24th due to weather conditions. This work will be re-

sumed as soon as the frost has left the ground. This project will be completed in the spring and will eliminate our water problems in the development and also South Main Street.

The Water Board wishes to take this opportunity to thank the other Town Departments for their cooperation throughout the year also the Danvers Water Board and Mr. Russell.

Board of Water and Sewer Commissioners

George Nash, Chairman

John Mendalka

Roger M. Peabody, Clerk

COMMITTEE REPORT ON HOUSING FOR THE ELDERLY

To the Citizens of the Town of Middleton:

This Committee was formed by you, the taxpayers of Middleton, by your action on Article 4 of the June 1962 Special Town Meeting. The Committee was appointed by the Board of Selectmen, and by direction of Article 4 was commissioned to determine the need of Housing for the Elderly in the Town of Middleton, and also to investigate both the State and Federal Housing Plans.

In an effort to fulfill its obligations, this Committee spent many hours, individually and collectively, visiting various housing projects and talking to both occupants and Housing Administration officials.

The Committee sent a questionnaire to 309 people in town who were 62 years of age or older. We received 170 replies of which 110 were people definitely interested. The Committee feels that this shows a need for Housing for the Elderly in Middleton.

Our next step was to meet with representatives from the State and Federal Housing Authority who explained their respective plans. These meetings were very informative and both agencies agreed that there is a definite need for this form of housing for the elderly in this town. This type of housing could be built at no cost to the town what-so-ever.

As a result of our work during the past year, the Committee has sponsored an Article in the Annual Town Meeting asking for the formation of a Housing Authority.

We urgently solicit all voters of the Town to support this Article in order to insure its passage and thus guarantee safe, comfortable, low-income housing for our elderly.

Respectfully submitted,

JOHN SPOTTISWOODE, Chairman
LAURA DANSEREAU
JOHN GOODWIN
CARL PETERSON
RODGER PEABODY

MUNICIPAL LIGHT DEPARTMENT REPORT

To the Honorable Board of Selectmen and the
Citizens of the Town of Middleton

Gentlemen:

The Board of Electric Light Commissioners respectfully submit their report for the year ending December 31, 1963.

During the year regular meetings were held by this Board at their office on South Main Street.

The department purchased 8,407,323 K.W.H. of electricity at a cost \$130,771.90. Our systems peak Demand occurred on Dec. 3 and was 1,728 K.W.

Sixty new 3 wire services have been installed, 23 services were converted from 120 volt 2 wire to 240 volt 3 wire. Six temporary services were installed.

Work has been completed on our new Sub-Station at the end of Central Street, and it was connected into our Distribution System in January with a rated capacity of 5000 K.W.

We have returned to the Town \$11,500.00 for the reduction of taxes. Poles and lines were relocated on Forest Street to conform to a Highway construction project.

Fifteen new street lighting fixtures were installed on Mill Street. Construction has continued in the Brigadoon Development off South Main Street, we now have 30 sections of our distribution installed.

A 3 Phase power line was constructed approximately 600 feet to the site of our new Elementary School off So. Main Street.

We wish to take this opportunity to thank the Town Officials and our consumers for their continued cooperation during the past year.

Respectfully submitted,
Board of Electric Light Commissioners

FRANK E. DOW
J. LANSING ENGLISH
JOHN MUZICHUK

REPORT OF HIGHWAY SURVEYOR

To the Honorable Board of Selectmen and the
Citizens of the Town of Middleton

I hereby submit my report for the year of 1963.

Snow Removal

In January, February, and March we had more ice than snow. However, in December we had an unusually large amount of snow.

Chapter 81

In 1963 we had a great deal of patching to do. A section of Bellevue Avenue was rebuilt and resurfaced. The usual drainage and general maintenance work was done, and the following streets were resurfaced:

Central Street.....	.20 miles
Gregory Street57 miles
Lake Street50 miles
Liberty Street	1.50 miles
Locust Street80 miles
Log Bridge Road10 miles
Mill Street60 miles
Peabody Street30 miles
Washington Street13 miles
Bellevue Avenue20 miles
Lakeview Road20 miles
Spring Road07 miles
Acorn Street10 miles
Pinedale Road25 miles
Cross Street05 miles
Curtis Avenue17 miles
Meagher Street12 miles
Phaneuf Street15 miles

Chapter 90 Construction

Chapter 90 construction work on Forest Street has been slowed up for the past two years due to the large amount of ledge. This ledge, however, will be removed, and a new piece of road will be completed in the spring.

Chapter 90 Maintenance

A section of Boston Street was resurfaced with pea stone. A section of Essex Street was also resurfaced. Some patching and shoulder work was also done.

Storm Drains

Funds for storm drains were expended on Phaneuf Street, School Street and Bellevue Avenue.

General Highway

General Highway work consisted of cleaning streets, cutting brush along roadsides, patching, drainage and all other work not covered by Chapter 81.

Hilldale and Bellevue Avenue Special

On Hilldale and Bellevue Avenue 1550 ft. of 12 inch culvert, three catch basins and three manholes were installed.

Chapter 718

Engineering was done on Mt. Vernon Street; 550 ft. of 12 in. culvert and one manhole were installed.

Chapter 782

Engineering was completed on Lake Street.

Respectfully submitted,

ALLAN G. MARSHALL

Highway Surveyor

ANNUAL REPORT

of the

SCHOOL COMMITTEE

Town of

Middleton



for the Year Ending December 31

1963

SCHOOL REPORT

School Committee

MR. DAVID HARDING, Chairman	Term Expires 1966
MRS. ROSAMOND BASTABLE, Secretary	Term Expires 1964
MRS. PAGE CAMPBELL	Term Expires 1965
DR. EDWARD JONES	Term Expires 1964
MR. FRANCIS MASSE	Term Expires 1964

SUPERINTENDENT-PRINCIPAL

GEORGE E. PORT, JR.

Office: Howe-Manning School

Tel. SPring 4-3517

School Calendar 1964

Open January 2, 1964 Close February 21, 1964
VACATION — ONE WEEK

Open March 2, 1964 Close April 17, 1964
VACATION — ONE WEEK

Open April 27, 1964 Close June 19, 1964
SUMMER VACATION

Open September 9, 1964 Close December 23, 1964

SCHOOL HOLIDAYS

Good Friday October 12 November 11 and 26
(and such other days as the School Committee may designate)

The School Calendar may be subject to change.

No School Signals

The following no school signals have been adopted:

- a. 2-2-2 blast on the fire alarm
- b. 2 blasts at the B. B. Chemical Company
- c. Street lights on for three minutes
- d. Radio Stations WBZ and WESX will carry an announcement on their regular no school broadcasts.

The signal for the Howe-Manning School will be at 7:15 A.M.

SCHOOL CENSUS

October 1, 1963

Age	Girls	Boys	Total
5-7	74	74	148
7-16	324	354	678
<hr style="width: 20%; margin: 10px auto;"/>			
4-5	43	40	83
3-4	31	43	74
2-3	41	21	62
1-2	34	23	57
Under one year	32	29	61

Age of School Admission

All children born on or before December 31, 1958 are eligible to attend school in the coming fall term. No entrance tests for children under the age requirements will be given.

Employment Certificates

Certificates for the employment of minors between the ages of 14-18 may be obtained at the Superintendent-Principal's office during regular office hours.

HOWE-MANNING SCHOOL

Corps of Teachers 1963-1964

Name		Date of	
		Grade Appointment	Vice-
Eugene C. Winter, Jr., B.S.	Lowell S. Teachers Col.	Prin.	Sept. 1958
Catherine Devane	Lesley College	1	Sept. 1937
Eileen Hammond, B.S.	Boston College	1	Sept. 1962
Judith Hughes, B.S.	Salem S. Teachers Col.	1	Sept. 1959
Ruth Kane, B.S.	Boston University	1	Sept. 1963
Gertrude Drozek	Salem S. Teachers Col.	2	Sept. 1963
Villa Lavorgna	Farmington State Teachers College	2	Sept. 1960
Carole Layton	Perry Normal	2	Jan. 1963
Eleanor Cassidy, B.S.	Salem S. Teachers Col.	3	Sept. 1955
Grace Fall	Keene Teachers College at N.H.	3	Dec. 1961
Joan Freund, B.S.	Boston University	3	Sept. 1963
Selma Klein, M. Ed	Salem S. Teachers Col.	4	Sept. 1963
Cynthia Lundgren, B.A., B.S.	Gordon College	4	Sept. 1962
Carol Minteer, B.S.	Gordon College	4	Sept. 1963
George Boyle, A.B.	Tufts University	5	Sept. 1963
J. Nellie Johnston B.S., M.Ed.	Salem S. Teachers Col.	5	Sept. 1949
Brendan White, B.S.	Boston University	5	Sept. 1963
Janet Foley, B.S.	Gordon College	6	Sept. 1961
Dorothy Ruark, B.A., B.S.	Gordon College	6	Sept. 1962
Eugene Winter, B.S.	Lowell S. Teachers Col.	6	Sept. 1954
Ruth Chasse, M. Ed.	Lesley College	Ungraded	Sept. 1958
Edward Bruzzo, B.S.	Tufts University	Art	Sept. 1953
Lois Crane, B.A., M. Ed.	Boston University	School Adj.	
		Coun.	Sept. 1962
Rose Durgin, M. Ed.	Boston University	Reading	
			Sept. 1956
Henrietta Giannino, M.A.	New York University	Phy. Ed.	
			Sept. 1960
Dorothy Jackson, B.A.	Boston University	Music	Sept. 1962

HOWE-MANNING SCHOOL

Staff Members 1963-1964

Name			Date of Grade Appointment
Carlotta Miller, M. Ed.	Boston Univ.	Speech	Sept. 1963
William C. Wiswall, M.D.	Bowdoin College Boston Univ.	Physician	Sept. 1960
Leo P. Beninato, D.D.S.	Georgetown University	Dentist	Sept. 1959
Phyllis S. Brown, R.N.	Union Hospital	Nurse	June 1960
Barbara T. Clarke		Secretary	June 1961
Majorie L. Comack	Fisher Business College	Clerk	Dec. 1959
Mary E. King, B.S.	Univ. of N.H.	Cafeteria Mgr.	Aug. 1958
Mary Silva		Cafeteria worker	Sept. 1955
Lorayne Hocter		Cafeteria worker	Sept. 1957
Helen Doucette		Cafeteria worker	Sept. 1959
Perley D. Lovelace		Head Custodian	June 1957
T. Myron Reynolds		Custodian and Attend. Officer	May 1960

ANNUAL REPORT OF THE SCHOOL COMMITTEE

The Middleton School Committee hereby submits its annual report to the citizens and taxpayers of Middleton.

During the past year, the school committee felt the need to increase the number of its regular meetings from once a month to twice a month. Even with this increased number of regular meeting dates, several special meetings had to be held in order to deal intelligently with the many problems of education, budget, policy, personnel, space and maintenance that came before us.

Again this year the committee pursued the policy of meeting with one or more of our staff members each month to discuss his or her phase of our school program. Although this procedure is time consuming it provides the committee an excellent opportunity to gain first-hand information and an understanding of all aspects of our operation.

As a result of these interviews with staff members, our frequent discussions with Mr. Port regarding educational matters, the evaluations of achievement test results, and the performance of our pupils after they leave Howe-Manning, the school committee is confident that our educational program is a good one. We will continue to pursue our policy of obtaining for Middleton school children the best possible education for the least possible expenditure.

Of necessity many of our decisions involve the expenditure of money. In all of our spending we have been cognizant of the tremendous strain that education has placed on the Middleton taxpayers' pocketbooks and have made every endeavor to be most prudent in the expenditure of any and all school funds so as not to add unnecessarily to this burden.

In spite of our efforts to keep spending at a minimum, the several major repairs and improvements described in the Superintendent-Principal's report in this section were approved in an effort to keep our building in satisfactory condition and functional.

Again this year, the committee has been plagued with the problem of turnover in its membership. One member, Mr. Robert Brown, moved to Danvers so was no longer eligible to serve on our local committee. His place on the committee has been filled by Doctor Edward Jones. Mr. Norman Nathan had to resign from his membership on the committee because of a change in his working

hours which prevented him from attending meetings. Mr. Francis Masse was appointed to fill out Mr. Nathan's term. Although it takes each new member some time to become oriented to the work of the committee and the continuity of its program is apt to slow down, we feel most fortunate in obtaining men of this calibre as replacements.

We should like to extend our gratitude to the citizens of Middleton for their approval of the new elementary school building. With this additional facility we can continue to carry out a sound and effective educational program.

We should also like to thank the dedicated members of the School Investigating Committee and School Building Committee for their endless hours of serious effort.

We should like to solicit the continued cooperation and interest of the parents. We are confident to best serve the interest of each student a program of mutual respect and cooperation between home and school must be adhered to. A better insight into the scope of the school committee's problems and work can be gained by attending school committee meetings. These are open to the public. The regular meetings are held at the Howe-Manning School on the second and fourth Thursday of each month. The committee extends a cordial invitation to any citizen of the town to attend these meetings.

We should like to extend our sincere gratitude to Mr. Port and Mr. Winter, our faculty, our supervisors, our cafeteria workers, custodial staff and lunchtime supervisors for their loyalty and support during the past year.

Respectfully submitted,

MIDDLETON SCHOOL COMMITTEE

David V. Harding, Chairman

Rosamond Bastable, Secretary

Page Campbell

Edward Jones

Francis Masse

REPORT OF THE SUPERINTENDENT- PRINCIPAL

To the Middleton School Committee:

Herein is submitted my sixth annual report as Superintendent of the Middleton School System and Principal of the Howe-Manning School.

CURRICULUM AND EDUCATIONAL PLANNING

In recent years I have reported in June to the School Committee concerning the educational achievement of the children insofar as this achievement can be measured by achievement tests. This past June the practice was continued. As you may remember, the average test gains for the period of September 1962 to May 1963 should measure eight months. The actual test gains for each class ranged from a low of 6 months in one case to a high of 18 months.

In grades five and six we added departmentalization to the existing homogeneous grouping and in grade six a team-teaching project is being developed in science. An experimental program of departmentalization in grade four did not prove to be wholly successful. Therefore, a variation of this program, including limited team teaching, is being tried this year. Joplin planning in reading and mathematics was continued as in previous years.

The items listed under the long-range plan printed in last year's annual report continue to be valid goals of the administration. As previously pointed out, however, the steps may have to be accelerated or delayed according to current circumstances.

A series of special programs consisting of lectures and performances in music, art, the culture of other countries, the history of Middleton, etc. was presented to the children in grade six. The intent behind these lectures was, of course, educational; but it was also intended to lift the eyes of the children to horizons higher than their immediate times and environment. We are deeply indebted to such local citizens as Mr. Lennart Winquist, Mr. Gerrit Vermeulen, Mrs. Charles Hadley Watkins, Mrs. Elmer Campbell, Jr., Miss Dorothy Jackson (our Music Supervisor) and her parents, the Museum of Fine Arts, Mr. Bruzzo and many other fine people for their assistance in this valuable program we intend to repeat and enlarge upon this year.

Like school systems throughout the country, many of our children have spelling problems and the School Committee wisely

adopted the Row-Peterson series of spellers. Although no single textbook or method can be the complete answer to spelling, we hope that the extensive amount of writing and phonetic practice which this series demands will alleviate the problem. A formal study of the entire Spelling Program is also being made by a committee of teachers.

This past year modern mathematics was introduced to the top division in grade five, to articulate with the modern mathematics program developed in 1959 for the top division of the sixth grade. In addition, the average divisions of both grades are receiving limited training in this new approach to mathematics during the school year now in progress. A committee of teachers is currently constructing a curriculum which would incorporate modern mathematics into all grades beginning in September 1964.

Traditional grade one has been converted to a non-graded primary program this year. It is expected that this program will progress a year at a time until it encompasses grades one, two and three. This plan permits children to progress at their own rate, avoiding repetition of that which they have already mastered, and being checked quite frequently so that each "level" is a challenge - but one which the child can handle.

CAPITAL OUTLAY AND REPAIRS

A 16 mm motion picture projector was purchased, making use of the matching funds provided under the program known as the "National Defense Act."

In order to partially alleviate the tremendous heat in the boiler room, ductwork and a fan were installed in that area.

Fluorescent lighting was installed in three classrooms and two corridors in the 1937 section of the building. The change in these rooms has been dramatic.

A duplex vacuum pump was purchased to replace a pump in the boiler room which dated back to 1936 and which was on longer functioning well.

A 16-foot aluminum ladder was purchased so that lighting fixtures in difficult-to-reach areas of the building, such as the gymnasium and the stairwells, could be safely serviced.

All radiator traps in the 1937 section of the building were replaced due to a serious problem of leaking steam.

A portable coat rack was purchased to augment the existing wall-mounted coat hooks constructed by our custodians.

A new ventilating fan, servicing the several lavatories in the oldest portion of the building, was purchased since the fan which had formerly done this work was worn out.

In 1959 the Superintendent-Principal warned that there was a need to seriously consider re-roofing the oldest section of the building which is now twenty-six years old. It became imperative that it be accomplished immediately and therefore this work has been done.

A dictating machine was purchased so that instructions, letters, etc. could be put on tape, thereby increasing efficiency in the office work-flow.

AUXILIARY SERVICES

Instruction in band instruments on Saturday mornings and Wednesday afternoons continued this past year. This enabled the children to enjoy the cultural advantages of such instruction. Mr. Winter practices with these children as a band unit one noon recess each week.

Our safety patrol continued to enjoy the confidence of the Police Department, parents, teachers and children. This valuable service operates under the general supervision of Mr. Winter; although in their actual traffic duty, immediate control is managed by the Police officer on duty.

A new dental program was adopted this year which seems to promise a more thorough, and at the same time, more economical future for this service.

Lunch-time supervisors were appointed to oversee the children in the cafeteria and also to supervise the children at noon recess.

PUBLIC RELATIONS

For the third straight year a series of seminar-type sessions has been offered in an effort to help parents and interested citizens to know the schools' stand on matters of intelligence, achievement, discipline, retention, curriculum plans for the future, and many other subjects of interest. These small group discussions also afford the opportunity to obtain, at first hand, answers to many questions.

Teacher-parent conferences have been continued on the second Wednesday of certain months. These scheduled half-hour conferences have afforded a fine opportunity for parents and teachers to discuss matters of common interest with the child's records at hand.

PARENT-TEACHER ASSOCIATION

Our Parent-Teacher Association deserves very special mention.

The capable leadership of Mrs. Willis Esty has made possible a highly successful year in the selling of United States Savings Stamps. Assisting Mrs. Esty this past year have been Mrs. Donald Aylward, Mrs. Richard Collins, and Mrs. Robert Jordan. These ladies, under the sponsorship of the Parent-Teacher Association, have given up their Tuesday mornings to sell savings stamps at the school and thus relieve the children and teachers of this time-consuming task.

Another group of hard-working parents, working under the general supervision of Miss Durgin and Mr. Winter, have processed and lent out the books in our new school library. This assistance has freed Miss Durgin to teach three more hours a week, thereby indirectly helping many children in need of specialized instruction. The ladies who have contributed their time to provide this valuable service are Mrs. Francis Masse, Mrs. Charles Gordon, Mrs. Thomas Ryer, Mrs. Robert Bixby and Mrs. Paul O'Dell.

The P.T.A. has also sponsored an educational talk by Carl DeSuze, a Christmas tree sale and a Minstrel Show which has become a looked-forward-to- annual event. The receipts from these activities have resulted in the purchase of very fine stage drapes which add color and prestige to our auditorium.

CONCLUSION

Francis Keppel, U.S. Commissioner of Education has said "Not until the next generation shall we know how good or how bad our present educational efforts and accomplishments are. This is the fundamental problem in creating the sense of urgency about educational reform and the need for investment in education. Most of us, I think, feel that education is important, but few believe it to be urgent."

The elementary school years are the formative years, and as a result, very critical years. It is essential, therefore, that we provide the best possible educational program for these years. We must plan

our programs with the greatest care, realizing that new research will give us new concepts, directions and goals and that we must operate within the framework of the knowledge which is now available as a guide, in lieu of more definite knowledge, to the best practices in the field.

With the above in mind and with the knowledge that Almighty God will not fail us as we strive to educate His children, I wish to express my thanks to the entire staff, the School Committee and the citizens of the Town of Middleton, all of whom have given so very much of themselves to the benefit of our children.

Respectfully submitted,

GEORGE E. PORT, JR.

Superintendent-Principal

REPORT OF THE SCHOOL NURSE

To the Superintendent-Principal, Howe-Manning School:

During the school year 1962-1963, the following health programs were carried out at the Howe-Manning School:

The Massachusetts Vision Test, by means of a new Titmus, was given to 483 children. This new machine enabled the nurse to test in the health room, thus eliminating the problems of space, light, and the children putting on and taking off glasses. Eighteen failures were found and after retesting were reported in writing to the parents. Most have been or are presently under treatment.

Hearing tests were given to 507 children with 39 failures. These children were all referred to their own physicians and I am pleased to say most of them have been seen by private doctors. The hearing tests are done individually by means of an audiometer and the failures are rechecked before a written notice of failure is sent home.

The Mantoux Test was given to children in Grades 1 and 6, children coming into school and children entering their teens. In this test a drop of harmless liquid tuberculin is put into the skin. The Essex County Health Association and state health officials feel this test is more accurate than the patch testing done in the past. Only four positive reactions were found and follow-up visits were made to the homes. All contractors were checked at the Essex Sanatorium.

Physical examinations were given to children in Grades 1 and 4, starting in the Fall of 1962 and continuing through the Spring of 1963. A total of 95 children were given complete physicals by Dr. William Wiswall, the School Physician, with many mothers present. Sixty-four children went to their own family physicians for examinations. Reports of defects were sent home in writing for the more important findings, referring them to their own family physicians for care or correction. Hemoglobin determination and urine analysis are done on all children receiving the complete physical examination at school.

Approximately 1040 children visited the Health Room in the past year because of illness or accident during the day.

A pediculosis check is conducted twice annually on all heads. This condition has not been a problem in recent years.

Heights and weights are checked annually on all children and those above and below are given dietary advice.

Forty-six attended the Diphtheria-Tetanus Clinics held during the year, two receiving the original series of three shots and 44 receiving boosters.

Numerous Sabin Oral Polio Clinics were held during the school year. Ninety-nine received Type I in May, 1962, and 322 in January, 1963, a total of 421. Ninety-six children received Type III in June, 1962, and 289 in May, 1963, a total of 385. In March, 1963, 459 children received Type II. Only 12 children were not immunized, as their parents refused permission.

Home visits were made to many children on the emergency dental list.

Respectfully submitted,

PHYLLIS S. BROWN, R.N.

School Nurse

REPORT OF THE SCHOOL DENTIST

To the Superintendent-Principal, Howe-Manning School:

During the year 1963 a total of 485 pupils were examined. Informative reports were sent to all parents relating the condition of their children's teeth. Of the total examined, 325 were found to be in need of treatment.

According to the new program adopted this year, treatment at the school has been discontinued. There were 23 children who were in need of emergency treatment, which they received from a local dentist. The work done on these emergency case consisted of the following: 35 x-rays, 19 prophylaxis, 153 surface cavities, and 69 extractions. The emergency treatment of these 23 children was financed by local organizations and Howe-Manning School funds.

The first grades received tooth brushes and were given demonstrations as to the proper method of brushing teeth.

A thorough examination of all the children about to enter the first grade was accomplished and reports were sent to parents.

I extend my sincere thanks to the school nurse, the parents and the Superintendent-Principal for their valued assistance to me in carrying out this program.

Respectfully submitted,

LEO P. BENINATO, D.D.S.

School Dentist

REPORT OF REMEDIAL READING SUPERVISOR

To the Superintendent-Principal, Howe-Manning School:

There are many good methods for teaching reading in use today. A critical review of these various methods has led us to select an alphabetic-phonetic approach for use in our remedial reading program. This system is based on the concept of word-building from letters (symbols representing sounds) to syllables to whole words (communication of thought). Upon this information we build phrases (thought units) before studying sentences and paragraphs. All of these steps lead toward better comprehension, which is our basic goal.

The children of the low and average divisions in grades three through six were screened for possible reading difficulties with the Gates Survey Reading Test. Children who scored one or more years below their grade level were included in the remedial reading class. Other children were accepted upon teacher recommendation.

Eight months after the initial screening test was given, the children were retested with an alternate form of the Gates Reading Test. In the following table we show the difference between the two sets of scores in terms of average gain.

Grade 2	10 months	Average I.Q.	100
Grade 4	16 months	"	I.Q. 91
*Grade 4	18 months	"	I.Q. 93
Grade 5	12 months	"	I.Q. 85
*Grade 5	11 months	"	I.Q. 82
Grade 6	12 months	"	I.Q. 87
*Grade 6	11 months	"	I.Q. 93

*First year members of the class.

The average gain for the entire remedial reading group was 13 months with an average total I.Q. score of 89. If the I.Q. score were 100, the expected growth would be eight months.

In September of the present school year (1963-1964), the children were again selected through the results of the Gates Survey Reading Test and teacher recommendation. There are seven children from Grade 3, fifteen from Grade 4, six from Grade 5, and seventeen from Grade 6. We plan to use the alphabetic-phonetic approach again this year in the remedial reading classes.

The effectiveness of the remedial reading program depends upon the success of the individual child in recognizing his own needs and the extent of his willingness to pursue a course of work by which he may overcome his reading difficulty.

Respectfully submitted,

ROSE E. DURGIN

Remedial Reading Supervisor

REPORT OF MUSIC SUPERVISOR

To the Superintendent-Principal, Howe-Manning School:

Our music program is planned to promote the enjoyment of music by every child. Skills are the means to an end - not the end itself.

The Music Supervisor visits each class once a week. During this period old songs are reviewed and children are guided in singing them more musically. New songs are taught. Children are helped to discover the relationship between the music and the printed notation. They are encouraged to become aware of such things as rhythm patterns, time values, melodic intervals, major and minor music, key notes, and dynamics. Their understanding of these factors grows through the grades. Uncertain singers are helped to "find their singing voices".

Each month the Music Supervisor prepares for each grade a list of materials and teaching suggestions. She observes the teachers and children and offers guidance and help to the teachers. She consults with the teacher about integration of music with other subjects. Music appreciation is fostered through listening to records and television as well as through singing.

Classroom teachers carry on the music program the rest of the week, reviewing material begun by the Music Supervisor and introducing some new work. Unfortunately, their time is rather limited, especially in the upper grades.

Some classes enjoy unique activities. The ungraded class plays song flutes with real satisfaction. The second grades receive excellent instruction on television with folk singer Tony Saletan.

We are fortunate this year to have the Follett series of books, "Together We Sing", in all classes in all grades. These attractive books have a strong appeal as well as a sound music education philosophy and material for a good development program. We also have a new album of two LP records for each grade containing several songs from the book for that grade. These are proving helpful to all classes, both in learning the tune and getting the spirit of a song. Our pianos have been tuned and repaired, and in some cases moved to rooms where they were most needed.

The Boys' and Girls' Choruses rehearse separately once a week at noon recess. Some seventy boys and girls selected from grades four through six are now preparing a program for the December

P.T.A. meeting. During the last year they sang at the December and May meetings. These groups are conducted by the Music Supervisor.

Mr. Eugene Winter conducts the band which rehearses twice a week at noon recess. Mr. William Bowers gives private and group lessons in band instruments Wednesday afternoons. This fall he held an assembly to demonstrate instruments and interest children in taking lessons.

Last year the Music Supervisor arranged three programs for the sixth grade as part of the "Higher Horizons" program. These included a voice recital, a cello recital, and a program of Mexican slides and songs.

The Music Supervisor wishes to thank the Superintendent-Principal, the teachers, and other staff members for their co-operation and assistance this year.

Respectfully submitted,

DOROTHY L. JACKSON

Music Supervisor

REPORT OF ART SUPERVISOR

To the Superintendent-Principal, Howe-Manning School:

The art program at the Howe-Manning School has as its primary aims the development of creativity, the development of manual dexterity, the teaching of valid art principles, and the providing of an opportunity for the children to release their emotions in a socially satisfying manner.

To sustain the children's interest in the program, a variety of media are used, including crayon, pencil, modeling clay, sawdust mache, construction paper, water color, poster paint and drinking straws.

In order to develop sculptural skills and manual dexterity, considerable work is done with folded construction paper, modeling clay, drinking straws, and sawdust mache. Objects, such as puppets made with sawdust mache, have been kept by the children for their lasting value.

In the lower grades drawing is encouraged to be expressive and instruction is given in terms of "what" rather than "how". This means that the children may be reminded of an omission in a drawing rather than being told how to draw a particular object. In the upper grades the children are given some training in geometric objects such as trucks, houses, airplanes, and tables with reasonable accuracy.

Design is taught primarily in the upper grades. The fundamental points stressed include combining large and small shapes, light and dark colors, hot and cold colors, curvilinear and rectilinear shapes, and straight and curved lines. It is pointed out that monotony is relieved by combining the many with the few. These abstract principles permit an endless combination of creative results and are applicable to other forms of art work. When potato prints are engaged in, instruction is given in repetitive or textile type design.

Color is taught at all grade levels in terms of its warm and cool harmonies and the psychological characteristics of these har-

monies. It is brought out to the children that cool colors create sad and creepy effects, and that warm colors create cheerful and pleasant effects. Such instruction is psychologically and aesthetically valid and permits sufficient freedom of choice to promote creativity.

When solicited, assistance is given the classroom teachers in planning classroom and bulletin board decorations.

The sixth grade children have heard illustrated lectures on art history given by a highly qualified lecturer from the Boston Museum of Fine Arts. These lectures covered the Renaissance, Greek, and Roman periods. The children profited from these lectures and visibly enjoyed them.

Respectfully submitted,

EDWARD BRUZZO

Art Supervisor

REPORT OF CAFETERIA MANAGER

To the Superintendent-Principal, Howe-Manning School:

During the 172 days the hot lunch program operated this year, a total of 58,641 Type A lunches were served to children with a percentage participation of 75.9%. A total of 3,175 lunches were served to adults. Under the special milk program, 19,332 cartons of milk were served to children with a percentage participation of 25%.

As stated in the National School Lunch Act of 1946, each Type A lunch must contain the following nutrients every day: two ounces of protein-rich foods, a three-fourths cup serving of fruits and vegetables, one slice of enriched bread, two teaspoons butter, and one-half pint of unflavored milk. Dessert is always included and the older children are given larger portions. Special attention is given to include adequate servings of Vitamin C rich food daily and Vitamin A rich food twice a week.

Foods donated by the Commodity Division, administered by the United States Department of Agriculture, are put to very good use. The value of the commodities received was \$3,469.10.

In February, cartons, instead of glass containers of milk, were instituted making it safer and more convenient for handling by the children.

A new coffee maker and some other small equipment were purchased this year. Necessary repairs were made to the dishwashing machine and sinks.

A National School Lunch Week was proclaimed from October 13-20 with the theme being, "Food for Learning". One menu that week consisted of foods native to this region.

Four baking workshops, a state convention in Swampscott, and other meetings were attended by personnel so that they might gain more knowledge in their field of work.

Mary Silva, Lorayne Hocter, and Helen Doucette added another year to their excellent records. In June, Myrtle Boardman resigned after five years of fine service. Mary Hocter was appointed to the position in July and resigned in November.

For the cooperation given the cafeteria staff, we take this opportunity to thank everyone.

Respectfully submitted,

MARY KING

Cafeteria Manager

REPORT OF SPEECH THERAPIST

To the Superintendent-Principal, Howe-Manning School:

During the first month of school speech evaluations were conducted by the speech therapist. All first grade children were surveyed as well as previous speech cases, new children, and teacher referrals.

The present case load is thirty pupils. Each student is seen twice a week during two twenty-five minute periods, either individually or with a group of five or less. There are eight children on the waiting list, with fourteen first grade pupils to be retested for possible in-class improvement.

Eighty-five percent of the cases are articulation problems. The other problems concern fluency, fast rate, and voice quality.

Most parents have had conferences with the speech therapist. Close parental and teacher cooperation is encouraged. The therapist is also in close contact with the remedial reading specialist, as well as with the school adjustment counselor, for many speech deficient children need help in these related areas.

The assistance given the speech therapist by other staff members is greatly appreciated. This program could not have been successful without the continued support of the Superintendent-Principal.

Respectfully submitted,

CARLOTTA S. MILLER

Speech Therapist

REPORT OF SUPERVISOR OF PHYSICAL EDUCATION

To the Superintendent-Principal, Howe-Manning School:

Learning through activity is the practical keynote of the physical education program at Howe-Manning School. Classes start with calisthenics which are directed to the individual. This practice helps in developing the pupil's strength and skills for passing physical fitness tests.

We are now using the standardized fitness tests provided by the Amateur Athletic Union of the United States of America. These are adapted for youngsters from six to eighteen years of age.

Contests, games and folk dancing make up the balance of the class program which is scheduled for one period per week for each child. Whenever possible, the pupil is allowed a choice of one or more activities within the same period. Small harmonious groupings are a great aid to rapid progress and permit greater participation and development.

During class meetings activities may be planned to continue at recess. Carrying out such plans is entirely up to the wishes of the group and the restrictions of the weather. More guidance and assistance is provided when groups meet indoors for gym recess which is scheduled from November to April.

On several occasions during this indoor season, children of grades five and six present demonstrations of their class activities. Even the teachers have accepted invitations to participate in basketball or volley ball play days with the older pupils. This delights both the participants and the audience. Further, it provides all attending with the much needed balance of work and play.

Respectfully submitted,

HENRIETTA GIANNINO

Supervisor of Physical Education

Howe-Manning School, Middleton, Mass.

ENROLLMENT STATISTICS

AGE-GRADE DISTRIBUTION - October 1, 1963

Age Grade	5	6	7	8	9	10	11	12	13	14	Totals
I	18	66	9								93
II		14	60	9							83
III			12	59	9	1					81
IV				12	61	4	2				79
V					9	48	9	2			68
VI						13	43	13	1		70
Ungraded			2	2	1	3	5				13
Totals	18	80	83	82	80	69	59	15	1		487

SCHOOL REPORT

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TEACHER-GRADE DISTRIBUTION

October 1, 1963

Teacher	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Ungraded	Totals
Miss Devane	25							25
Mrs. Hammond	19							19
Mrs. Hughes	26							26
Mrs. Kane	23							23
Mrs. Drozek		26						26
Mrs. Lavorgna		28						28
Mrs. Layton		29						29
Mrs. Cassidy			27					27
Mrs. Fall			28					28
Mrs. Freund			26					26
Mrs. Klein				28				28
Mrs. Lundgren				23				23
Mrs. Minter				28				28
Mr. Boyle					22			22
Mrs. Johnston					21			21
Mr. White					25			25
Miss Foley						28		28
Miss Ruark						19		19
Mr. Winter						23		23
Miss Chasse							13	13
Totals	93	83	81	79	68	70	13	487

ANNUAL REPORT

of

THE MASCONOMET

REGIONAL SCHOOL DISTRICT

BOXFORD, MASSACHUSETTS



For the Year Ending December 31, 1963

MASCONOMET REGIONAL SCHOOL DISTRICT

of

BOXFORD, MASSACHUSETTS

For the Year Ending December 31, 1963

REGIONAL DISTRICT SCHOOL COMMITTEE

	Town	Term Expires
Hans W. Barber, Chairman	Boxford	1965
Richard Quinn, Vice-Chairman	Middleton	1965
M. Douglas Banus	Topsfield	1964*
Frank Butler	Topsfield	1964†
Page G. Campbell	Middleton	1964*
Richard Cressey	Middleton	1966
Arthur Gingrande	Boxford	1966
J. Harrison Holman	Topsfield	1966
Shirley MacGill	Boxford	1964*
Arthur O. McCoubrey	Topsfield	1965§

* Appointed by Local School Committee

§ Resigned July 26, 1963

† Appointed Oct. 10, 1963 to fill the vacancy created by the resignation of Arthur O. McCoubrey - to serve until the the annual election in March, 1964.

The Regional School Committee meets the first and third Wednesday and the second and fourth Monday of each month at the Regional High School, Endicott Street, Boxford, at 7:45 P.M.

DISTRICT SECRETARY

Martha P. Perry

DISTRICT TREASURER

Francis F. Perry

SUPERINTENDENT OF SCHOOLS

Julius H. Mueller

SUPERINTENDENT'S OFFICE

Miss Elizabeth H. Rider, Secretary
Mrs. Sarah P. Walshe, Bookkeeper

SCHOOL PHYSICIAN

Clarence E. Thornton, M.D., Danvers

SCHOOL NURSE

Mrs. Helen F. Hoogerzeil, R.N., Boxford

ATTENDANCE OFFICER

Nathan A. Hayward, Jr., Middleton

SCHOOL CALENDAR FOR 1964-65

FALL TERM — 1964

Tuesday, September 1	Meeting of Department Chairmen
Wednesday, September 2	Orientation of New Teachers
Thursday and Friday, September 3 and 4	All teachers report - Faculty Work- shops
Monday, September 7	Labor Day - No School
Tuesday, September 8	All teachers report - Faculty Work- shop. Orientation for Grades 7 & 8 8 A.M. - 12:30 P.M.
Wednesday, September 9	School opens for all student 8 A.M.
Monday, October 12	Columbus Day - No School
Wednesday, October 21	County Teacher's Convention - No School
Wednesday, November 11	Veteran's Day - No School
Wednesday, November 25	School Closes at 12:30 P.M. for Thanksgiving Recess
Monday, November 30	School Reopens
Wednesday, December 23	School Closes at regular time for Christmas Recess

WINTER TERM — 1965

Monday, January 4	School Reopens
Friday, February 19	School Closes at regular time for Winter Recess
Monday, March 1	School Reopens
Thursday, April 15	School Closes at regular time for Spring Recess

SPRING TERM — 1965

Wednesday, April 21	School Reopens
Monday, May 31	Memorial Day - No School
Thursday, June 10	* Graduation, Class of 1965
Wednesday, June 16 -	
Friday, June 18	Final Exam Period, Grades 9 - 11
Friday, June 18	** School Closes for Summer Vaca- tion at 12:30 P.M.

SUMMER SESSION

Thursday, July 1 to Friday, August 13	Summer School (30 days)
* Tentative	
** Provided School has been in session 180 days as required by Massachusetts law.	

Report of the Masconomet Regional District School Committee for Year Ending December 31, 1963

Organization

During the year several changes occurred in the membership of the committee. Mrs. Page G. Campbell replaced Mr. David V. Harding as the appointed member of the Middleton School Committee. Mr. Arthur Gingrande replaced Mr. Merton S. Barrows of Boxford who did not run for re-election.

Mr. Barrows, who attended his last meeting on March 1, 1963, was elected to the Regional Committee in March 1957. During his six years on the committee he gave unstintingly and unselfishly of his time, energies, and talents both in connection with the construction of the original building and most recently, in the development of the plans for the present expansion of the school. Mr. Barrows served as vice-chairman of the committee in 1960 and as chairman in 1961. The members of the committee who served with Mr. Barrows wish to take this opportunity to express their sincere appreciation to him for his outstanding contribution to the success of the establishment of this educational institution.

Mr. J. Harrison Holman of Topsfield and Mr. Richard Cressey of Middleton were re-elected by the voters of their respective towns to three-year terms.

At its organizational meeting on April 17, 1963, Mr. Hans W. Barber of Boxford was elected Chairman, and Mr. Richard E. Quinn of Middleton was elected Vice-Chairman. At the same time the committee re-elected Mrs. Martha P. Perry of Topsfield and Mr. Francis F. Perry of Boxford as Secretary and Treasurer, respectively.

At its meeting of July 22, 1963 the committee regretfully accepted the resignation of Mr. Arthur O. McCoubrey of Topsfield. Mr. McCoubrey, who had been a member of the committee since December 16, 1959, found it necessary to take this step because of pressure of business commitments. The members of the committee would like to express formally in this Annual Report their sincere appreciation to Mr. McCoubrey for his many fine contributions to the work of the committee during his four and one-half years of service on the committee.

Mr. Frank A. Butler of Topsfield was appointed by the Topsfield Board of Selectmen and the Topsfield members of the Regional School Committee to serve until the next annual election.

The committee had a very busy year in 1963. There were 24 regular meetings and 9 special meetings, plus meetings of the subcommittees for special activities.

Building Construction

Much of the activity of the committee, the administration, and the school staff, during the past year, has been centered around completion of plans for expanding the instructional facilities of the regional high school and in securing favorable acceptance of these plans by the citizens of the District.

The 1962 Annual Report described in detail the long-range building program adopted by the committee to insure an orderly and economical expansion of school facilities as the enrollment of the school increases; the Master Plan which had been developed to accomplish this purpose through a series of carefully planned construction stages extending over a number of years; and the first stage of construction designed to provide adequate facilities to carry on the instructional program for students in grades 7 and 8 who have been attending school under a double-session arrangement since September 1962.

Although it was originally the intent under Stage I to build facilities for 850 pupils this was cut back to 700 pupils after taking another look at enrollment projections. This re-examination revealed that current enrollment in the regional high school was running below the most conservative of the three available projections upon which the committee had been basing its estimate of space requirements.

These earlier projections were based on data for the 5-year period 1955-1959, the years in which a rapid growth rate was being experienced. Accordingly, in late February, the committee asked the superintendent and the office of the School Building Assistance Commission to up date their respective projections. This was done. These revised projections, based on actual enrollment for the 5-year period 1958-62, were in close agreement and indicated that the number of pupils in grades 7 and 8 would not reach 700 until 1967 rather than two years earlier as had been expected. This fact is further borne out by a later projection made by the superintendent in October 1963 based on actual enrollment figures for the

past five years (1959-1963). An examination of the accompanying graph shows that an enrollment of 700 pupils in these two grades on the basis of the current growth rate may not be reached until 1968 or later.

In view of these facts it was obvious to the committee that building initially for 700 pupils under Stage I was all that could be reasonably justified. Furthermore, as this most recent enrollment projection so clearly indicates, the committee recognized that not long after the construction under Stage I is completed additional facilities will have to be planned and constructed anyway to relieve the over-crowding in grades 9-12 which by the year 1967-68 will total 1029 pupils. Although construction under Stage II would be aimed principally at expanding facilities for grades 9-12, the flexibility inherent under the Master Plan concept would allow for the construction of some additional facilities for grades 7 and 8 should this later prove to be necessary.

This action of the committee authorizing a downward revision in the educational specifications for Stage I construction from 850 pupils to 700 pupils met with the approval of the School Building Assistance Commission. It did, however, result in a delay of seven weeks under the time schedule that had been established originally for putting plans and specifications out to bid since these had to be revised by the architect to conform to the changed educational specifications.

Following the approval by the School Building Assistance Commission of the revised plans for the construction to be done under Stage I, the plans and specifications were put out for bid on April 22, 1963. Filed sub-bids, which included such items as plumbing and electrical wiring, were opened on May 15, 1963. General contract bids were opened on May 21, 1963 with the successful low bidder being the Frasca Construction Company of Lynn.

At a special meeting on the evening of May 21, the committee voted to go to bond for \$1,875,000 and the Selectmen of the three member towns were duly notified in accordance with the provisions of the original agreement establishing the Masconomet Regional School District.

Each of the member towns called special town meetings to secure voter approval of the bond issue during the 30-day waiting period as provided for under the laws of the Commonwealth. These meetings were held as follows: Middleton, June 10; Topsfield, June 18; and Boxford, June 19.

Following the favorable action by the voters at their respective town meetings in voting approval of the bond issue, the Committee met with the Emergency Finance Board at the State House in Boston and at that time received its approval to bond in the amount of \$1,875,000. At a special meeting on July 1, 1963, the Committee signed the general construction contract with the Frasca Construction Company. At this same meeting Mr. Christopher Vrachos of Gloucester was elected to the position of Clerk-of-Works.

Work on the new addition started on July 2, 1963. Under the revised time schedule the junior high school classroom wing is to be completed and ready for occupancy by the opening of school in September 1964. The remainder of the construction is scheduled for completion by January 1, 1965. Even though all of the new facilities will not be ready for occupancy next September sufficient classrooms are expected to be available for use so that pupils in grades 7 and 8 can return to the single-session school day.

On August 7, 1963, the Masconomet Regional School District bonds to finance the new construction were sold at an interest rate of 3%, the same rate incidentally as secured on the bonds for the original building.

The decision of the committee to reduce the amount of construction under Stage I from 850 pupils to 700 pupils resulted in a somewhat higher cost for architectural and engineering services due to the extra work this entailed for the architect in revising working drawings and specifications which had been done on the basis of an 850-pupil facility. This extra charge, a perfectly legitimate one under the terms of the architect's contract with the District, amounted to \$29,543 and was taken into consideration in determining the total amount of the bond issue.

The cost of developing the Master Plan came to \$10,000 and was paid for from Public Law 874 funds.

The necessary forms, affidavits, and supporting documents, required for the District to receive reimbursement from the State on account of planning aid expenses in connection with the new construction were submitted to the School Building Assistance Commission late in September. The check for this claim amounting to \$91,548.66 was received in November and deposited in the construction account.

Early in July the committee met with the Trustees of the Essex County Greenbelt Association relative to exchanging a parcel of land owned by the District consisting of low marsh land not

suitable or required for school purposes, for a parcel of land owned by the Trustees which could be employed for school purposes, and further, would result in straightening the boundary line between District property and that belonging to the Greenbelt Association. This exchange of land was consummated in December and the deeds in connection therewith duly recorded with the Essex County Registry of Deeds.

Equipping The New Addition

Throughout the year the superintendent and department chairmen with the assistance of the architect at crucial points devoted much time and effort to considering the equipment needs for the new addition. This was in accordance with an earlier decision of the committee not to employ an equipment consultant to perform this function as had been done when the present building was erected.

The result of this effort on the part of the staff was the publication of a detailed budget which enumerated all of the items of equipment that would be needed. The committee considered this budget estimate total for equipment in arriving at the amount of the bond issue.

As some of the equipment requires installation by the manufacturer and connection to the building services by the general contractor, as specified in the general contract, it was necessary to prepare detailed specification for this type of fixed equipment soon after construction started so that progress would not be held up. Specifications for such equipment in the areas of Science, Industrial Arts, Homemaking, and the Towel Laundry were written during the summer and after approval by the committee were put out for bid early in September.

Contracts with the successful bidders have been signed and this equipment is now in the process of being manufactured. Advantage has also been taken of the opportunity under the provisions of the National Defense Education Act of 1958 to secure financial aid in connection with equipping the science laboratories in the new addition. Our application for such federal aid was approved which means that 35% of the cost of equipping the science laboratories will come from this source. The same situation will prevail in connection with equipping the new language laboratory. A major task during the coming year will be the procuring all the remaining items of equipment necessary for the complete furnishing of the new facilities.

Budget For 1964

The enrollment in the regional high school on October 1, 1963 was 1174, an increase of 104, 9.7% over the October 1, 1962 enrollment of 1070. In September 1964, the enrollment, based on the most recent projection data, will be 1289, an increase of 115 over 1963, or 9.7%.

This pattern of growth can be expected to continue in the years ahead (see enrollment projection chart) and is, of course, a major factor in the increased cost of secondary education. Other factors which contribute to these rising costs stem directly from this factor of enrollment growth, namely, additional teachers, more textbooks and related instructional supplies, and proportionate increases in non-instructional services necessary to the total operation of the educational program.

The total Budget for 1964 before applying any credits for estimated receipts is \$1,214,568.00 an increase of \$235,833.00 or 24.1% over the 1963 Gross Budget of \$978,735.00.

The maintenance and operating Budget for 1964 which accounts for 74% of the total costs of the Regional School District amounts to \$899,793.00. This is an increase of \$88,033.00 or 10.8% over the 1963 budget figure of \$811,760.00. This percentage increase compares closely with the estimated percentage increase in enrollment, and with an average annual budget increase of 14.8% since 1960 — the first budget year that reflected a full year of operation of the Regional High School.

With the opening in September 1964 of the new classrooms now under construction, pupils in grades 7 and 8 will return to a single session day and a full educational program. This factor, along with the projected increase in enrollment, will require the employment of 8 additional teachers including an assistant principal for the junior high school. Increasing the minimum salary for teachers from the present \$4700 to \$4800 as of September 1, 1964 represents an 'across-the-board' adjustment of \$100 for all members of the professional staff, and this in conjunction with the annual step-rate increases provided under the salary policy, accounts for much of the increase in the budget item "Expense of Instruction".

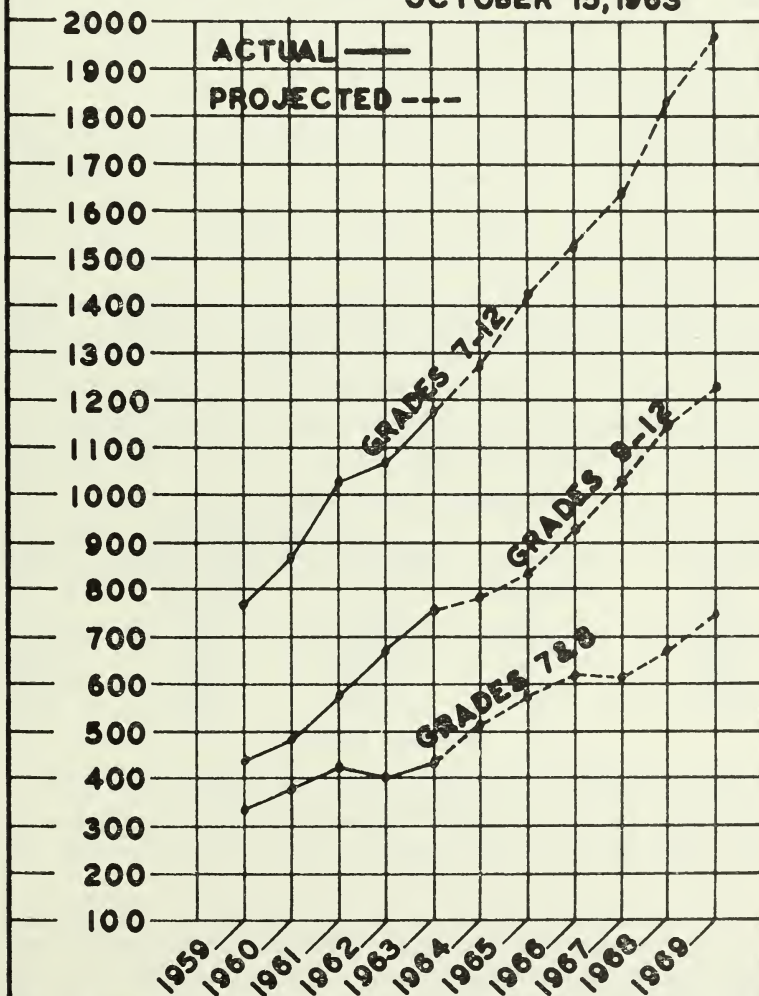
Debt Service and Debt Retirement in 1964 totals \$314,775.00 or 26% of the Gross Budget. This represents an increase of \$147,800.00 over 1963, or 88.5% and reflects the impact of the new building program. This gross capital debt expenditure will be offset by

ENROLLMENT GROWTH

MASCONOMET REGIONAL JUNIOR - SENIOR HIGH SCHOOL

ACTUAL 1959 - 63 COMPARED WITH
PROJECTED ENROLLMENT 1964 - 69

OCTOBER 15, 1963



\$137,388.72 of construction aid grant reimbursement to be received from the State in 1964, thus reducing the capital costs to a net of \$177,386.28.

General receipts anticipated in 1964 from all sources (see financial section of report) are estimated to be \$167,711.28. It should be noted that included in these general receipts is an estimated amount of \$35,000.00 for interest which the District expects to earn as a consequence of prudent handling of its construction funds. This is an item of income which will not be available in such a sizeable amount in ensuing years.

Applying these anticipated receipts towards the 1964 Gross Maintenance and Operating Budget of \$899,793.00 gives an adjusted net Maintenance and Operating Budget for 1964 of \$732,081.72. This added to the adjusted net budget for Capital Costs gives a total adjusted net budget in 1964 of \$909,468.00, which is the assessment to be apportioned among the member towns.

On the basis of the above adjusted net total budget and using an estimated average enrollment of 1220 pupils for 1964, the total per pupil will be \$745.47. Of this total, \$600.07 is due to operation while \$145.40 is on account of Debt and Debt Service.

The following Table gives the comparison of these costs per pupil for the 4 years 1961-1964:

Comparison of Per Pupil Costs

Budget Year	Average Enrollment	Operational	Per Pupil Cost		Total
			Debt & Debt Service		
1964	1220	600.07	145.40		745.47
1963	1128	606.00	84.07		690.07
1962	1066	614.42	92.19		706.61
1961	938	581.02	108.45		689.47

Insurance Program

The committee has carried on an extensive study and review during the year of the District's insurance program. In March it met with a group of interested insurance agents who earlier in the year had requested such a meeting so that they could present their proposals for the District's insurance program to the committee.

This meeting proved to be most informative to the members of the committee, but inasmuch as the proposals presented were drawn to varying specifications, no specific action could be taken. The committee did vote however, to put the insurance out to bid

realizing that only through such means could they be assured of securing the maximum coverage desired at the least possible cost to the District.

Specifications were drawn up by the Insurance Sub-Committee detailing the coverages wanted and put out for bid early in September. Bids were received from seven agents by November 15, 1963, the bid closing date. Following tabulation of the bids the committee met with the three lowest bidders to go over their respective proposals prior to making its decision. At its meeting of December 19, 1963, the committee awarded the contract for insurance to the lowest bidder, Boit, Dalton, & Church of Boston, who have been the District's insurance agent since 1959, for the total contract amount of \$4393.00.

Special Curriculum Reports

Even though the committee has been obliged to spend a large portion of its meeting time on matters concerning the building expansion program, it makes a deliberate effort to keep informed about the educational program and related activities of the school.

This is done through special bulletins and reports on a variety of matters pertaining to the overall operation and programming of the school prepared by the superintendent and the principal; attendance of members at many of the public performances put on by student groups and other organizations associated with the school; and special reports by departments on the curriculum offerings and activities of the department. During the past year four such presentations were made to the committee.

On February 6, 1963 Mr. Richard P. Merrill, chairman of the department of Foreign Languages and the members of his staff explained the work of the department and with several student groups demonstrated the methods and audio-visual materials being used in the teachings of foreign languages today.

On April 3, 1963 the committee toured the Franklin C. Roberts, Sr. Library and listened to a vivid description given by librarian, Mrs. Charlotte S. Cory and her assistant Mrs. Richard Ingraham, on the day-to-day operation of the school's library. The librarian also explained how the library staff works with students to help them develop proper library skills, and with teachers on curriculum planning and securing for them supplementary instructional materials for use in their particular subject areas.

On October 14, 1963 Mr. Edward C. Bryant, Director of Guidance and the members of the Guidance department gave a most informative presentation of the guidance program at Masconomet, how it functions, and the variety of services rendered by counselors to students, parents, and teachers. This was done by following a typical youngster from the time of the counsellor's first contact with him on pre-registration matters in late Spring of his sixth grade year, his entrance into grade 7 and the steps taken to orient him to his new school environment, and on through the succeeding years until his graduation six years later.

It was brought out that guidance at Masconomet seeks to assist boys and girls in the selection of their curricular and extra-curricular activities, and to help them during their six years at Masconomet to develop as fully as possible their social, physical, mental, and educational potentialities. A folder of various materials illustrative of the kind of activities carried on and studies made by the guidance staff were distributed to the committee for later study at their leisure.

On December 4, 1963 a special educational report on the School Health Program was given by Mrs. Helen Hoogerzeil, School Nurse. This report recounted the changes that have taken place over the years in school nursing, and outlined the program operating at Masconomet as well as the specific functions and duties performed by her as school nurse. This detailed and comprehensive report established unequivocally that Masconomet's Health Program being broad in scope, and well organized and administered, contributes importantly and effectively to the overall development of our boys and girls.

Public Relations

Keeping citizens fully informed about its schools so that a healthy, mutually understanding attitude of confidence and respect flourishes between the public and the schools is one of the major problems constantly facing school committees and school administrators everywhere. This is a difficult problem at best to resolve for a school system serving a single town. It is even more difficult when the school system, such as Masconomet, serves more than one town.

From the very beginning of Masconomet the matter of developing good public relations leading to the creation of a true image of the school, its program and its needs, has been foremost in the thoughts of everyone associated with the administration and

operation of this educational institution. Each school system has to discover and develop its own methods for doing this. Obviously practices which work well in one community may prove totally inadequate or inappropriate in another.

Some of the ways which the committee and the staff at Masconomet have attempted to supplement the usual practices, of newspaper releases, printed publications, letters to parents, and impressions conveyed from school activities, are worthy of special mention in this report.

The weekly meetings of the school committee are regularly attended by representatives of the press, who report on topics discussed and actions taken. Several feature articles written by newspaper correspondents serving the area about Masconomet activities and projects, particularly in connection with publicizing plans for the expansion of the schools facilities, have been most helpful.

To supplement the coverage provided by the news media, the school has continued its publication of "AIM", a monthly bulletin designed to cover in more depth significant phases of the school's curriculum and purposes. Responsibility for the preparation of this series of informative bulletins is assumed by the Public Relations Committee, which is one of the nine standing committees now operating under the school's organized Curriculum Study & Improvement Program. The success with which this venture has been received by the public is due largely to the enthusiastic cooperation of the Tri-Town Transcript and its owner-publisher, Mr. Anthony Gangi, who made it possible for "AIM" to appear monthly in his newspaper which is distributed to all homes in the three member towns of the Masconomet District.

The new building program and the many questions which this generated among citizens of the District were answered in great part through a series of informal small group neighborhood meetings carried on by members of the committee in their respective towns over a period of several months, prior to the special Town Meetings called for the purpose of approving the bond issue for the new addition.

The most recent effort to acquaint citizens of the school community with the program and purposes of the regional high school, has been the establishment of a Citizens Visitation Day, which brings together 15-20 adults, representing various community organizations, to experience and observe a portion of a typical school day. Two such visiting days are scheduled each month. The

four such visiting days held to date have been judged as being extremely valuable and worthwhile by the participants. This special program will be continued throughout the remainder of the 1963-64 school year and it is expected that many other citizens will avail themselves of the opportunity thus presented to experience at first hand a typical day of school.

CURRICULUM STUDY AND IMPROVEMENT

Much of this annual report illustrates how the time and energy of all working to keep the Masconomet Regional school system in its favorable position as an outstanding secondary school have dealt effectively with facility needs caused or associated with ever increasing student population. This portion of the annual report will focus attention on another and as equally important challenge for the staff at Masconomet. The challenge of constant examination, improvement, and refinement of the educational experiences planned in our total school program, which we define as the curriculum, emerges as a constantly increasing factor in the pursuit of excellence in a modern up-to-date comprehensive secondary school.

WHAT TO TEACH? and HOW BEST TO TEACH IT? These are two questions still not completely answered and subject to, perhaps, greater challenge today than ever before because of the accelerated changes in our society and the increased complexity of man's economic, social, and political world. Major changes are being promoted in all subject fields in both content and methods of learning and it is the major responsibility of our professional staff to examine carefully innovations and to recommend and institute the adoption of content and methods that will foster an effective modern curriculum.

The responsibilities for curriculum study and change are being met in several significant ways by the staff at Masconomet. Often times unpublicized or unrecognized in the evaluation of our public schools is the amount of time and energy devoted to non-classroom activities by the teaching staff and yet it is the amount of study, preparation, cooperative planning, professional improvement, and organized inservice work by a professional staff that often makes the difference between an excellent school and an average one.

The majority of our teachers are individually involved in taking professional improvement courses during the regular school year and during the summer, and all departments, under the direction of very competent department chairmen, are meeting regularly

and working on curriculum guides and evaluating the programs being fostered by the particular departments. Worthy of special mention is the increased participation of department chairmen in efforts to integrate wherever possible the learning experiences offered by different subject fields. Of particular significance along these lines is the combined efforts of English, Social Studies, Library, and Art to promote greater emphasis on a humanities approach to study and learning which relates these subjects. These efforts will be accelerated as we return to a program with more adequate facilities and greater possibilities will exist for team teaching and large group instruction.

The talents and energies of all staff members working under the leadership of department chairmen and the principal has resulted in the organization of **Overviews** in all subject fields. These overviews consisting of course objectives, guiding principles, scope and sequence charts, and bibliographies of teacher resources are in the process of being edited and published. When completed this material should be extremely valuable for our own curriculum study and should allow us to answer the many requests for information concerning our curriculum coming from other schools.

A significant step was taken by the School Committee in recognizing the importance of regular curriculum study and improvement involving all staff members when it approved a structured development which calls for extended time for curriculum workshops. The first such workshop was held in February 1963 and since that time regular monthly workshops have been scheduled from 7:30 to 10:00 A.M. with all staff members able to participate because of special scheduling of students on these days so that classes begin at 10:00 A.M. instead of the regular opening time of 8:00 A.M. These workshop days turn out to be shorter days for the students and slightly longer days for the teachers, but the 2½ hour period once per month has proven to be of considerable value for curriculum study and has only shortened class periods for students without eliminating any periods on these particular days.

This organized or structured curriculum development plan has seen the establishment of nine standing committees designed to evaluate on a long range continuing basis the overall program and to provide recommendations for improvement. Each of these nine committees has a definite set of charges provided by a Curriculum Steering Committee made up of three teachers, three department chairmen, and three administrators. This Steering Committee is meeting bi-weekly to provide the coordination and direction neces-

sary for the program. The functions of each committee are somewhat indicated by the titles:

1. STUDENT NEEDS COMMITTEE
 - A) Academically Talented Learners
 - B) Average Learners
 - C) Slow Learners
2. STUDENT VALUES — SCHOOL SPIRIT COMMITTEE
3. JUNIOR HIGH SCHOOL CURRICULUM COMMITTEE
4. STUDENT ACTIVITIES COORDINATING COMMITTEE
5. MARKING POLICIES and PRACTICES COMMITTEE
6. PUBLIC RELATIONS COMMITTEE
7. DISCIPLINE COMMITTEE
8. PROFESSIONAL RESOURCES COMMITTEE
9. COMMUNITY STUDY COMMITTEE

Although it is early to properly evaluate the successes and values of this formal approach to curriculum study and planning, the enthusiasm of the staff and the several examples of much work done beyond the limited time provided by one workshop each month indicates that it is a significant program which will prove its merit by influencing the educational program made available to our youth.

Anticipating, with relief, the return to normal scheduling and programming possibilities with the completion of additional facilities, much time has been spent by department chairmen and administrative personnel on the planning of improvements and program changes that will be possible and desirable starting in September 1964. Much of the time of weekly meetings of all department chairmen and administrators has gone into decisions dealing with the Program of Studies for 1964, Grouping Practices, Re-designing the Program for Junior High School, and Expansion of the Senior High School Program.

Another noteworthy part of our curriculum study during the past year has been the increased communication and cooperative effort between the secondary and the elementary schools. Several meetings with administrators and staff members were held to discuss the programs of each level. These meetings have centered mainly in the fields of Mathematics, Science, and Foreign Languages with an additional series of meetings held between the sixth grade teachers and Masconomet guidance personnel to complete the grouping of seventh grade students. The belief that the

Masconomet program should grow from the elementary program demands that such cooperative study between the two levels continue and increase.

The year 1963 has seen significant revisions continuing in the field of Mathematics with the "Modern Math Program" well established in grades seven and eight and now continuing on into the high school program. In Science we have the new materials and methods now being used as an integral part of our biology program and in all science areas we have increased our attention to inquiry or the so called "problem solving" approach to studying science. This approach directs the students to considerable more inquiry, careful observations and techniques of analysis. Our foreign language program continues to increase its use of ALM or Audio-Lingual Materials in French, Spanish, and German thus utilizing extensively the new approaches to teaching the modern languages. These specific course changes in Mathematics, Science, and Languages have been chosen as worthy of mention here for in all three areas the course revisions have meant considerable relearning on the part of the teachers involved. It is difficult to abandon the old content and methods to replace it with entirely new, but our staff has done this and done it well.

We have seen emerging in our Social Science program a complete revision of both content and approach to teaching these courses and beginning in September 1964, we will be using the revised program approved by the School Committee in December 1963. The details of this major revision will not be described here, but the essence of the change causes students to experience required Social Science course in each of the six years with a great deal of emphasis being placed upon a conceptual approach to studying all of the major institutions of society. The disciplines of anthropology, sociology, and economics will be combined with history and much greater emphasis will be placed upon an approach to study and inquiry involving a variety of resources in places of the traditional single textbook approach.

PRIORITIES FOR CURRICULUM IMPROVEMENT

We would be in error to convey the notion that we are satisfied with all aspects of our school program even though we can point with pride to many satisfactions. The following areas need our study and efforts for further possible refinement or improvement of our program.

1. Our attention to the individual needs of students and our ability to identify the strengths and weaknesses of each is a great challenge still to our guidance personnel and to our teachers. We are working constantly on the improvement of scheduling techniques and grouping techniques that will permit us to do an even better job.
 - A) We need to examine carefully the effects of academic grouping on our slower learning students to determine if our academic service to them justifies some of the potential social problems created by this academic grouping.
 - B) We need to refine our grouping procedures in grades seven and eight so that we can group students separately in English and in Math and possibly carry grouping techniques beyond these two major areas.
 - C) We need to continue our refinements of grouping in our high school programs, particularly in the language field where we are now receiving students who have had several years of language background.
 - D) We need to examine very thoroughly the possible values of the "Work Study Program" that seems to be some answer to the problems existing with students who lack interest in the regular school program to the point where they prefer to drop out of school rather than to continue. We do not have such a program now, but neither is our drop-out rate very high, but maybe we should be doing more for the very small minority who are unable to benefit from our present program.
 - E) With our energies devoted to individual programming, we need to constantly streamline our clerical chores involving records, sorting, listing, and other communications devices. The use of Data Processing needs our serious attention in making student accounting more efficient and effective.
2. Our Reading Program for both junior high school and senior high school needs revitalization as soon as qualified personnel can be obtained.
3. Continued and even accelerated energy should be directed at well organized and published curriculum guides in all areas.

4. With the available facilities for fuller programming next year, we need to develop more fully our activity program for the junior high school and make some refinements in our high school program. Some students need to limit their participation in activities while others need to participate much more.
5. We need to continue and increase our efforts to integrate learning experiences provided by our separate departments. Of particular concern in this endeavor should be our health program, humanities program, and our Fine Arts program.
6. We need to examine carefully the possibility of providing some type of secretarial service for classroom teachers, in particular the department chairmen.

SUMMER SCHOOL CONTINUES TO SERVE RESIDENTS AND NONRESIDENTS

Our Summer School program continued to serve the needs of both residents and non-residents who wished to eliminate a deficiency in a subject field and others who wished to take enrichment courses. Twenty-eight different courses were included, and a total number of 119 students took a total of 192 pupil courses. It is interesting to note also that sixteen of the summer school students were non-residence of the Masconomet district and four of the students were adults.

An important part of the summer school program, but also serving more than summer school students has been the library which was open during this period and supervised by our librarian. Her report indicates that 422 attended the library during the summer session and 277 books and periodicals, of which 162 were non-fiction, were circulated. The library was used by several residents, both students and adults, who were not actually enrolled in summer school classes. We hope this trend will continue and grow.

Although the financial expenses for operating our summer school program are not completely met by tuition payments, it is highly recommended that the services be continued.

HIGHLIGHTS OF STUDENT ACTIVITIES AND PROJECTS IN 1963

Our efforts to provide students at Masconomet with worthwhile experiences leading to growth in knowledge, understandings, skills, and appreciations and attitudes both in and out of classroom

situations are expressed in many ways. We have been successful in continuing the important and worthy activities and projects of past years and we have added some more projects and experiences for some or all of our students. The following list is an attempt to illustrate the types of student experiences that show evidence of our belief in involving students in meaningful and varied activities and projects that complement and supplement classroom learning. It has been most satisfying to witness the enthusiasm, dedication, and varied student talents that have combined to gain recognition for our school, groups, and individuals.

1. Dramatics activities have prospered and provided audiences with varied and quality entertainment as well as giving many students increased confidence and skills in acting and supporting dramatics productions.
 - A) The Masconomet Chapter of the National Thespian Society was formed in May 1963 to give recognition to students willing to gain the necessary points for membership through their participation and support of dramatics activities.
 - B) **Two Plus One**, three one-act plays were held in the spring of 1963, and the annual three act play was held in November 1963. **The Importance of Being Ernest** was chosen and produced with two commendable performances.
 - C) **The Magic Carpet**, a program of interpretive reading was presented in two assembly programs and has prompted interested students in continuing this worthwhile activity.
2. Our Student Announcers program has steadily improved and provides very valuable daily experiences for students making morning broadcasts of opening exercises, daily devotionals, and daily announcements. Added to these daily services this fall has been the Weekly School Opening Exercises inaugurated by our Student Council. Each Monday morning (or the first day of school for the week) as student leaders ceremoniously raise the colors in front of the building, all personnel stand at attention facing the front of the building toward the flag raising ceremony and follow this with the pledge of allegiance. The program broadcast throughout the building provides all personnel with the opportunity to dedicate themselves to the ideals of our nation

and reminds all of the responsibilities we have for using our educational system to foster democracy.

3. Projects and activities related to our Social Science program and designed to have students actively involved in citizenship experiences produced very satisfying results during the year.
 - A) Student planned and conducted assembly programs made Veterans Day, Thanksgiving and Memorial Day more significant for all students.
 - B) The American Legion Oratorical Contest, sponsored by local American Legion Posts was held successfully again this year.
 - C) We increased our efforts in the State Student Government program this year through the Student Government Exchange Program. This exchange with Newton and the project developed by our students which explained our local form of government gained us a **First Place Award** from the Massachusetts Secondary Principals Association and the Massachusetts State Department of Education. We continued to send a student representative to the Student Government Day program held each spring at the state capitol.
 - D) Our International Affairs Club with the help of CARE included the entire school in the Masconomet-Monterrey-Care Project which resulted in our helping to build a school in Monterrey, Honduras. The significance of this project was conveyed to our student body at an assembly program in September at which time a Special Citation was awarded to Masconomet under a grant from the Sears-Robuck Foundation. Masconomet was selected for this citation by the Massachusetts Secondary School Principals' Association and the Massachusetts Department of Education. Pictures were also shown of the school in Monterrey being constructed and made possible through our support.
4. Our Student Exchange Board has markedly increased its activities and for the first time we have students living for a year in foreign countries. The Exchange Board has raised nearly \$600 in scholarship support for our two students living for the year in Hannover, Germany. They have likewise been in close touch with these two students and another member of the Class of 1963 who is spending the year in Norway.

5. In addition to a great deal of assistance to the Exchange Board, students in the Foreign Language department have participated in the annual International Nite which gave the public attending a well planned sample of how our modern techniques of teaching foreign languages work.
6. Our students with special interest and talents in writing continue to do quality work as illustrated in **Kaleidoscope, The Best From Masconomet, and the Regional Review**. Since September, the school newspaper has been a weekly feature of the TRI-TOWN TRANSCRIPT, thus increasing the circulation of our paper as well as increasing the journalistic activities of our newspaper staff.
7. This year for the first time our National Honor Society shouldered the responsibility for planning and conducting our four Honor Roll Assemblies. This leadership by students in emphasizing scholarship increased the significance of the Masconomet Arrowhead that is awarded to students making the honor roll.
8. Experiences provided for students with special interests and talents in the field of science have included: Masconomet Annual Science Fair which included over 100 exhibits; Regional Science Congress held at Hamilton-Wenham Regional High School with 34 of our students participating. Two of our outstanding science students were selected as participants in the Summer Course for Academically Talented under National Science Grants.
9. Our Mathematics Teams finished in the first division in the Tri-State Mathematics League and also in first division of the Northern Division of the Eastern Massachusetts Mathematics League.
10. For the second year the unusually fine and creative talents of our Home Economics, Industrial Arts, and Art students provided exceptional displays and ideas for the Christmas Fair. This exhibit was open to the public and it, together with the Creative Dance production, brought many commendations and suggestions that this be an annual event.
11. In May 1963 our Industrial Arts students entered over 50 projects in the State Industrial Arts Fair held at Fitchburg, Massachusetts and we gained five first prizes and over 40 honorable mentions.

12. We witnessed the continued excellence in our music programs. The year included Exchange Concerts for our band, Christmas Concert, Operetta, Spring Concert, and several assembly programs. Our Singers were especially honored by a special invitation to perform as a group at the 1963 State Music Festival held in Springfield. Our Band was likewise given unusually fine honors by being invited to participate at the World's Fair in New York City. The Band will go to New York for this performance on April 30, 1964. The energetic support of the Music Parents Organization is making the trip possible.
13. Unusual — is the term for the success of our interscholastic athletic program during the past year, especially for the boys' teams.

Boys' Basketball (1962-63 Season) team qualified for the Eastern Massachusetts Basketball Tournament by winning over 65% of its games.

Boys' Track Team won the Essex County Track Conference Relay Meet; Essex County Track Conference Championship; Essex Track Open Meet; and they remained undefeated in dual meet competition for the third straight year.

Boys' Baseball Team won second place in the Cape Ann League.

Our 1963 Football Team completed the season with an undefeated record and continued its undefeated streak to 14 consecutive games, emerging as football champions of the Cape Ann League. Steve Chew (a member of the Junior Class) won the state individual scoring championship.

Boys' Cross-Country completed the season undefeated, winning the Cape Ann Championship, the Cape Ann Open Meet, and the Class "D" State Championship. Our Freshman and Sophomore Cross-Country squad also brought honor to themselves and to the school through winning the Catholic Memorial Invitational Meet.

Our girls' athletic teams failed to win championship honors, but they did win the majority of their games.

GUIDANCE SERVICES EXPAND

"Guidance is the high art of helping boys and girls to plan their own action wisely, in the full light of all the facts that can be mustered about themselves and about the world in which they will work and live." — This definition of guidance provided by the Educational Policies Commission is accepted as an overall guiding principle at Masconomet and when analyzed into organized services which we should provide, we realize that the complexity and diversity of the world in which our boys and girls will work and live and the maturing science of counseling challenges us to improve a dual approach to our guidance services. (1) A coordinated and cooperative approach involving all teachers and staff members helping boys and girls muster all the facts that can be gathered about themselves and about the world in which they work and live, and (2) Specialized services directed at helping each individual boy or girl with the more personal and individual problems involved in planning his own action wisely.

Contrary to the belief of some, our expanding emphasis on improved guidance services does not take guidance responsibilities away from classroom teachers and centralize them in a guidance department. Rather, it stresses even greater participation by classroom teachers as illustrated by increased meetings with small groups of teachers and counselors to deal with adjustment problems of individual students. Likewise, this year has seen the birth of a faculty advisory system wherein every faculty member is assigned between 15 and 20 students with whom to work as a personal advisor in dealing with educational decisions and in other ways being concerned about the welfare of individuals. This advisory system is in its infancy and will take a great deal of planning, evaluation, and cooperation on the part of both teachers and guidance personnel. A temporary obstacle is the extremely limited space and crowded schedule which makes it difficult for students to meet with advisors.

This year has seen the addition of a School Adjustment Counselor Program at Masconomet. The school adjustment counselor became a new member of the Guidance team in May 1963, and although much of his salary is provided by the Division of Youth Services under the Department of Education of the Commonwealth of Massachusetts, he is a regular member of the school faculty with an office in the high school and works under the supervision of

the Director of Guidance. He is employed on a 12-month basis. Because this position is new this year and the responsibilities are not clear to many citizens, space is given here to an explanation of the purposes and functions of this service.

The adjustment counselor program, established by law in 1955, Chapter 696 Section 460, is designed to help youth who have extreme problems of adjustment which are preventing them from functioning normally and satisfactorily in learning situations. This help may be accomplished in a variety of ways, but basically, the adjustment counselor brings a psychologist's point of view to the school situation. Extremely important in the success of the adjustment counselor's work is the classroom teacher, for much of the responsibility for identifying symptoms of emotionally upset, unusual behavior, and other poor adjustments to school lies with the teacher.

In treating cases, there are three basic methods of using services of the school adjustment counselor:

- (1) As a consultant to any member of the school staff and community agents regarding particular problem cases of grades 7-8.
- (2) As a counselor to the student, using verbal skills of the counselor and/or the manipulation of the school milieu in order to bring about an expedient, but effective modification of behavior within the existing program of the school.
- (3) As a case-worker, working with the home, community agencies, and medical personnel. The nature of many cases handled by the adjustment counselor necessitate the professional opinion of a psychiatrist. It is also the responsibility of the school adjustment counselor to enlist the interest and help of clergymen and other local leaders and officials in a mutual effort to save children from delinquency.

The number of cases demanding the specialized skills of our school adjustment counselor are a small minority and it is worthy of note in this report that we have four full time guidance counselors, in addition to our Director of Guidance, who are serving the vast majority of our students whom we consider normally well adjusted but are in need of a great deal of information about themselves, the educational opportunities available and desirable for them, and the educational and occupational opportunities available to them as adults. These counselors continue to service approximate-

ly 1170 students, 70 teachers and administrators, and parents through their analysis and interpretation of student records and test data, arranging and conducting meetings with teachers to discuss student cases, workshops with parents to explain program offering at Masconomet and the interpretation of educational and occupational requirements beyond the secondary school, details of grouping and programming of all students, and day in and day out counseling of students with their major and minor problems of both an educational and personal nature.

As our school system strives to provide for the needs of *all* youth in the district and we observe ever increasing specialization and diversification of choices available to these youth we recognize the increasing importance of having effective guidance services.

GRADUATES OF 1963

†John Paul Albanese	Donald Ellis Fadden Jr.
Gary W. Alpaugh	Susan Esther Fairbanks
Paul Omer Angers	David Edward Faucher
Thomas Harry Angers	Parris James Ferry
Karen Ansteensen	Christopher Foye
Kathleen Terrell Austin	Sandra Lucille Frost
†Carol Ann Baer	William Thomas Gamble, Jr.
Gary Leonard Balevre	George Elwood Gentuso
Carolyn Ann Banks	Arthur Gingrande, Jr.
Jacqueline Joyce Bergstrom	Mary Virginia Goettel
Richard Warren Bergstrom	Bert Henry Goodwin
Eileen Linda Berube	Paul Joseph Greenler
David Channing Bickford	†Deborah Hall
Jonathan Bond	Thomas Roger Hall
Paul Downing Bowler	Jane Hardy
Betty Jane Broughton	Hawley Christina Harwood
†Robert Samson Burtiz, Jr.	Peter Stuart Haywood
Wayne Peter Cameron	Sally Ann Hilyard
Walter Paul Campbell	Pamela D. Hosman
Paul Eric Carlson	†Meredith Alexandra Houston
Susan Chartier	Robert Theodore Hubbard
James A. Clark	†*Anne Elizabeth Jansen
Susan Conley	Raymond Louis Johnson
Cheryl Ann Connor	Andrea Florence Karayianes
Christopher Sargent Cross	Katherine Brooks Kerr
Charles Gage Curtis	‡†Deanna Pan King
Bruce Thomas Devlin	†Robert Wayne Klingensmith, Jr.
Kathleen Elaine Doyle	Joyce Ann Knudsen
Susan Helen Eaton	Ronald Alfred LaChance

Yvonne Mary Lemieux	Allison Carol Pierce
Holly Elizabeth Lindbloom	Diane Helen Pilecki
Paul Bradford Lindquist	†Virginia Mary Pollard
Phillip Leslie Lindstrom	Richard Edward Quinn, Jr.
Charles Nathaniel Love	†John Gilbert Ray, III
§Luis Machorro	Lona Lee Reed
Edward T. Maguire, Jr.	John Pinkham Reidy
†Phyllis Ann Marshall	Cheryl Lee Rendle
Laurence Peter Martin	Shirley Ann Roberts
Andrea Marie McIntosh	Richard David Ross
Robert William McManus	Richard G. Ross
Judith Caroline Means	Ralph Pingree Schott, II
William Charles Meeker	Raymond Charles Shaw
Roger Alfred Merriam	Kendall-Jane Steimen
Earle Ladd Morrison	Leea Barbara Sterling
Linda Sue Munroe	Jerome Carl Swindell
Susan Ellen Nangle	Patricia Mary Taft
James Henry Nason	Edward Wilson Thistle
Lee Noseworthy	†**Maureen Patricia Toomey
Robert Daniel O'Meara	Paul Clifford Waitt
Leslie Ann Paulson	Christine Elliott Wall
Harry Winfield Perkins	Donald Hopkins Walsh
†Joyce Beryl Perkins	Paula Ann Wesson
Francis Frederick Perry, Jr.	Margaret Jean Whorf
Vance Allen Perry	Priscilla Ann Winn
Donna Marie Peterson	Judith Anne Woodbury
Katherine Phillips	Robert Martin Woodbury

† National Honor Society * First Honors ** Second Honors
 ‡ Third Honors § Foreign Exchange Student - Certificate Awarded

Class of 1963

The 111 members of Masconomet's fourth graduating class were presented their diplomas at impressive exercises held in the Henry F. Long Auditorium on Thursday evening, June 6, 1963, by Mr. Hans Barber, Chairman of the School Committee. One foreign exchange student from Mexico was also honored at this time.

Thirteen of the class were elected to membership in the New Meadows Chapter of the National Honor Society, with five of them earning this distinction in their junior year. Of 111 graduates, 31 were from Boxford, 32 from Middleton, and 48 from Topsfield.

A survey of the class made early this fall by the Guidance Department revealed that 79 out of the 111 graduates (71.2%)

are continuing their education, and that of these 51 (45.6%) are attending four-year degree granting institutions. The following summarizes the placement of the members of the class of 1963:

*Four Year Colleges	51	45.6%
Two Year Colleges	12	10.7%
Nursing	2	1.8%
Technical School	11	9.8%
Armed Forces	4	3.5%
Prep or P.G.	3	2.7%
Work	25	22.4%
Undecided	4	3.5%
	<hr/>	<hr/>
	112	100.0%

* Includes Luis Machorro (Exchange Student from Mexico) and David Bickford and James Clark both in Europe for a year as Exchange Students.

Admitted to Degree-Granting Institutions

(39 institutions represented)

Northeastern University	6	Nasson College	1
Univ. of Massachusetts	4	Northwestern	1
Univ. of New Hampshire ...	4	Norwich University	1
Lowell Technical Institute ...	2	Oberlin	1
Amherst	1	Ohio Weslyn	1
Boston University	1	Paul Smith's College	1
Bridgewater State	1	Pembroke	1
Carleton College	1	Russell Sage	1
Colorado Col. for Women ...	1	Salem State	1
Doane College	1	Skidmore	1
Emmanuel	1	Stetson University	1
Georgetown University	1	Syracuse University	1
Gordon	1	Tufts	1
Harvard	1	University of Maine	1
High Point	1	Valparizo	1
Kentucky Weslyn	1	Wesleyan	1
Keuka	1	West Va. Institute	
Mary Washington	1	of Tech.	1
Mass. School of Art	1	Wheelock	1
Merrimack College	1	Yankton College	1

Geographical Distribution of College Attended

Colleges in Massachusetts	13	33.3%
Colleges in New England outside of Massachusetts	7	18.0%
Colleges outside of New England	19	48.7%

Admitted to Junior Colleges

Ambler Junior College	1
Becker Junior College	1
Bentley School of Accounting	1
Boston U. College of Basic Studies	1
Brevard Junior College	1
Cazenovia	1
Chamberlayne Junior College	1
Colby Junior College	1
Dean Junior College	1
Northern Essex Community College	2
Westbrook Junior College	1

Admitted to Other Post-Secondary Schools

Cullinary Institute	Newbury School	
of America	of Business	1
Essex Agricultural	I.B.M. School	1
Hairdressing School	Wentworth Institute	6
Franklin Institute	Beverly Hospital School	
	of Nursing	2

As their gift to the school the Class of 1963 presented two roving microphones.

The following awards and scholarships were presented to members of the Class of 1963 at the Graduation Exercises:

To MAUREEN TOOMEY, the D.A.R. Good Citizenship Award for demonstrating in the highest degree of dependability, leadership, service and patriotism.

To ANNE JANSEN, the American Legion School Award for exemplifying to an outstanding degree the attributes of a Good Citizen — Courage, Leadership, Honor, Service, and Scholarship. The award sponsored by the Legion Posts of the member towns consists of a medallion, a lapel pin, a certificate, and a \$25 Savings Bond. The latter is presented by the recipient's home town Legion Post (Topsfield in 1963).

To ROBERT BURITZ, JR., the Bausch & Lomb Science Medal for academic excellence in science.

To ANDREA KARAYIANES, the Topsfield Lions Club award for General Excellence in the field of Business Education. This award consists of a wrist watch and an engraved plaque.

To JOHN RAY, III, the William Cargill Award in English Composition. The award is an attractively bound book selected from

the best of the classics, work of reference, or the field of current publications and of special interest to the recipient.

To ANNE JANSEN, a Certificate of Merit in recognition of her achievements in the field of Mathematics in the annual contest sponsored by the Mathematics Club of the University of Massachusetts.

To ANNE JANSEN, a medallion presented by the French Embassy through the Office of the Cultural Attache in recognition of efforts and perserverance applied to the study of the French language.

To KATHERINE PHILLIPS, a book presented through the office of the German Consul, in recognition of an outstanding student of German.

To JOHN RAY, III, a medallion awarded by the American Association of Teachers of Spanish and Portuguese to an outstanding student of Spanish.

The Masconomet Regional Scholarship Association through its Scholarship Committee has awarded a total of \$4200.00, including the 1963 presentations. The following members of the 'Class of 1963 were recipients: Robert Buritz, Mary Goettel, Anne Jansen, Katherine Phillips, Lee Noseworthy, Judith Woodbury, Carol Baer. A portion of the Masconomet Regional Scholarship Funds has been designated as the Franklin C. Roberts, Sr., Scholarship for Excellence in Academic Achievement in memory of Franklin C. Roberts, Sr., who was so instrumental in guiding the development of this regional school. From the funds established in his memory the scholarship award was made to Anne Jansen.

The Masconomet Teachers' Association Scholarship is given annually to a member or members of the graduating class who plan to enter the teaching profession. Class of 1963 students receiving this award were: Carol Baer and Anne Jansen.

To CHARLES LOVE, MAUREEN TOOMEY, and JOHN ALBANESE, the Topsfield Lions Club Masconomet Scholarship.

To PAUL WAITT, the Essex County Electrical Club Scholarship awarded to a student who is pursuing an education that will lead to a career in electrical engineering.

Other students who received financial-aid awards are listed below: (Based on the Follow-up of Class of 1963)

ROBERT BURITZ, the Harvard Club Scholarship.

PETER HAYWOOD, a Working Scholarship from Yankton College.

PRISCILLA WINN, a Musical Scholarship from Stetson University.

PAUL CARLSON, Grange Scholarship and Loan

MASCONOMET REGIONAL HIGH SCHOOL

Boxford, Massachusetts

FACULTY — FALL OF 1963

Name	Position	Appointed
Julius H. Mueller	Superintendent	1958
Corridon F. Trask, Jr.	Principal	1961
Rodney C. Dresser	Assistant Principal	1959
Edward C. Bryant	Director of Guidance	1962
Janet G. Baker	English	1960
Doris E. Barr	Science - Math	1962
Helen V. Barry	French	1959
Roger W. Barry	English	1959
*Herschel G. Benson	Physical Education	1959
*Dorothy H. Blanchard	Home Economics	1959
Richard M. Boysen	Boys' Counselor - Grades 7-9	1961
Gail A. Bresnahan	French - Spanish	1962
Gelean M. Campbell	Mathematics - Faculty Manager	1959
George Carpenter	Physics- Physical Science	1962
Charlotte S. Cory	Librarian	1962
Judith P. Coutts	Science	1962
Joseph A. Curran	Science- Visual Aids	1959
Robert W. Friedman	Social Studies	1962
Erna W. Fullerton	German	1959
William Ganter	Biology - Chemistry	1961
*Donald M. Gay	Music, Grades 9-12; Band - Chorus	1959
Suzanne Glidden	Social studies	1962

Name	Position	Appointed
Coleman P. Gorham	Boys' Counselor, Grades 10-12	1962
Ruth J. Halloran	Girls' Counselor, Grades 10-12	1962
Robert A. Hawkes	Industrial Arts - Asst. Football Coach, Varsity Basketball Coach	1959
George Horn, Jr.	Industrial Arts	1962
Jean Jarvie	Music, Grades 7-8. Orchestra	1959
Ethel A. Jewett	Homemaking I, 8th Gr. Homemaking, Advanced Clothing	1962
Elizabeth S. Kennedy	Shorthand, Typing, Office Practice, Secretarial Practice	1959
Elisabeth M. Kenosian	Social Studies	1961
Barbara S. Kimball	English	1962
Ralph V. LoPilato	Science	1959
Joseph Lyons	Social Studies - English	1961
Shirley Marchalonis	English	1962
William J. Mastroianni	Latin - French	1962
Robert E. McDonald	Mathematics	1960
Norma W. McGarr	Science - Math	1962
Theodore C. Meinelt	Art	1959
*Richard P. Merrill	Languages	1960
Sara Jane O'Hara	English	1962
*Teunis J. Paarlberg	Mathematics	1962
Allison Parker	Spanish	1959
Robert W. Parker	Industrial Arts - Director of Driver Education	1959
*Richard W. Pavesi	Industrial Arts - Mechanical Drawing	1959
Sandra Peabody	Physical Education, Jr. High Girls	1962
Theodore Pikora	Social Studies	1962
Gerald Plumley	Physical Education, Coach of Jr. High Boys' Sports	1959
Gail Reynolds	English	1962

Name	Position	Appointed
Walter C. Roberts	Mathematics, Coach of Football and Baseball	1959
Mary M. Rowell	Science	1959
Daniel J. Ruggiero	Social Studies - English	1961
James W. Russell	English	1961
John P. Sangermano	Biology	1960
Jeannette F. Scholer	English - Speech	1961
†Herbert E. Silander	Special Education	1959
Norman Soucy	Shorthand, Typing	1962
*William R. Stanton	Business Education	1959
Linda D. Stone	English	1962
*Louise O. C. Swanson	Chemistry	1959
Lillian Taylor	Mathematics	1959
Doris K. Tirrell	Homemaking Grades 7 and 8	1962
Donald G. VanPelt	Mathematics	1961
Blanche D. Varney	Bookkeeping, Typing, Introduction to Business	1959
*William J. Vaughn, Jr.	Social Studies	1959
Carolyn D. Vaux	English	1959
*Richard P. Zollo	English	1959
Cleo Zoukis	Girls' Counselor - Grades 7-9	1962

*Department Chairman

†On Leave-of-Absence

Masconomet Regional High School — Boxford, Massachusetts
CHANGES IN PERSONNEL — 1963

Teachers Appointed

Name	Position	Education	Prev. Exp. Years
Anne L. Akus	Mathematics	Boston College	0
Janice L. Bauld	English	Bates College	0
Marie Q. Cheney	Physical Education, Sr. High	Bridgewater State College,	
	Girls	Boston University	12
Gerald S. Fine	School Adjustment Counselor	Boston University	3
Judith Graham	Social Studies	Bates College	0
Mary B. Hogan	French - German	Smith College	1
Carol A. Jacques	French	Boston College	0
David L. Jervah	Social Studies	Northeastern University	0
Robert M. Kantar	Social Studies	Brandeis Univ., Tufts Univ.	0
Joseph LaFrance	Special Education	Boston University	5
Julius Margulies	Social Studies	Brandeis University	2
Edna McCoubrey	Assistant in Art	Wiggins Com'l. Art School, Los Angeles, Calif.	0
Lillian Morgenstern	Science	Boston University	0

RESIGNATIONS

Beatrice S. Couhig	Illness
David M. Dole	On Leave-of-Absence and resigned to accept position in Keene, N.H.
Lawrence R. Godtfredsen	To accept position in Massachusetts Bay Community College
Joan C. Hegarty	To accept position at Rivier College, Nashua, N.H.
Marilyn Hibshman	To accept teaching position in Salem, Mass.
Dorothy Senecal	To accept teaching position in Private School in Manchester, Mass.

OTHER STAFF MEMBERS

Priscilla H. Castle, Secretary	To accept position in Topsfield Elementary School
Thomas G. Tagg, Jr., Custodian	To return to Construction work

SECRETARIAL PERSONNEL

Grace B. Lynch	Secretary to High School Principal
Lillian S. Floyd	Clerk, Switchboard Operator
Marguerite F. Wallen	Clerk, High School Office
Irene T. Vrettos	Secretary, Guidance Office
Marcia Ingraham	Library Assistant
Minnie C. Waitt	Clerk-Accompanist in Music Department (Part-time)

CUSTODIAL STAFF

Superintendent of Building and Grounds

Charles R. Denault
 Norman L. Brown
 Herbert Fieldhouse, Jr.
 Nathan A. Hayward, Jr.
 Herbert W. Leighton
 Carl W. Pratt
 Priscilla C. Killam

Matron

CAFETERIA STAFF

Marjory E. Locke, Manager

Full-time

Priscilla Saunders

Part-time

Helen Gaskell
 Bertha A. Hall
 Dorothea Hatter
 Marie Hoffman
 Phyllis E. Spear
 Mary Wetherbee

Amy Ross

Theresa Cardelli
 Jean Caso
 Helen Donovan
 Ruth Douglass
 Marsha Evans
 Olympe Farrell

ENROLLMENT — October 1, 1963

Grade	Boxford	Middleton	Topsfield	Total
7	63	69	102	234
8	53	66	68	187
9	53	71	82	206
10	49	64	80	193
11	49	63	73	185
12	41	49	69	159
P.G.	0	0	2	2
Special				
Education	1	6	0	7
Home				
Instruction	0	0	1	1
	<hr/>	<hr/>	<hr/>	<hr/>
	309	388	477	1174

MEMBERSHIP BY AGE AND GRADE - BY TOWN OF RESIDENCE
October 1, 1963
BOYS

Grade	Town	10	11	12	13	14	15	16	17	18	19	20	21 & Over	Town	Total	Grade Total
7	B		4	24	3									B	31	116
	M	1	9	19	6	2								M	37	
	T		15	29	4									T	48	
8	B			11	16	4								B	31	102
	M			1	23	4	3							M	31	
	T			12	22	6								T	40	
9	B				8	14	4	1						B	27	102
	M				9	17	7	4						M	37	
	T				5	27	6							T	38	
10	B					7	19	2	1					B	29	117
	M					7	16	19						M	42	
	T					10	27	8	1					T	46	
11	B						12	14	3					B	29	104
	M						4	19	7	1				M	31	
	T						14	25	5					T	44	
12	B							3	9					B	12	73
	M							5	15	5		1		M	26	
	T							13	15	6	1			T	35	
Total		1	28	96	96	98	112	113	56	12	1	1			614	614

MEMBERSHIP BY AGE AND GRADE - BY TOWN OF RESIDENCE
October 1, 1963 — GIRLS

Grade	Age	Town	21 &																	Total
			10	11	12	13	14	15	16	17	18	19	20	Over	Town	Total				
7	B	11	21																32	
	M	8	22	3															33	
	T	12	37	5															54	
8	B		5	16	1														22	
	M		4	27	4														35	
	T		8	18	2														28	
9	B			8	17	1													26	
	M			5	23	5	2												35	
	T			9	33	2													44	
10	B				7	13													21	
	M				7	18	1												26	
	T				10	21	3												34	
11	B					5	13	1											20	
	M					6	21	3											32	
	T					9	20	1											30	
12	B						12	15											29	
	M						9	14											23	
	T						12	20	2										34	
Non-Resident								1											1	
P.G. & Special T																				
Total		31	97	91	104	83	92	56		2	3	0	1						561	
Grand Total																			1175	

Student Activity Fund — Consolidated Financial Statement

For Period January 1, 1963 through December 31, 1963

Organization or Activity	Balance 1/1/63	Receipts	Expendi- tures	Balance 12/31/63
General Funds	98.41	467.19	486.14	79.46
Alumni Funds		184.30		184.30
Class of 1960	98.88		98.88	
Class of 1961	14.20		14.20	
Class of 1962	164.23		164.23	
Class of 1963	687.62	1,524.66	2,212.28	
Class of 1964	304.77	1,864.04	1,290.14	878.67
Class of 1965	105.59	500.65	141.13	464.81
Class of 1966	77.12	230.31	84.95	222.48
Class of 1967	46.96	48.25	37.00	58.21
Class of 1968		154.56	85.35	69.21
Sr. Student Council	60.27	1,713.69	1,705.55	68.41
Natl. Honor Society	16.87	98.91	78.80	36.98
Student Exchange Bd.	70.33	1,093.57	1,350.05	-186.15
School Store	82.38	1,588.61	1,643.06	27.93
School Publications		226.48	153.90	72.58
Yearbook 1964		888.30	5.00	883.30
Yearbook Reserve	386.02	93.34	283.38	195.98
Howard Memorial Lecture	278.51	951.85	635.00	595.36
Music Productions			290.00	-290.00
Music Departments	150.20	195.00	124.04	221.16
Music Services		93.18	116.51	-23.33
Dramatic Productions		664.74	399.10	265.64
National Thespian Society	23.47	60.08	78.36	5.19
Business Club		5.20		5.20
Future Nurses Club		5.00	5.00	
International Affairs Club		518.92	504.31	14.61
Physical Science Club	9.66			9.66
Maskiers Ski Club		60.43		60.43
*Accommodation A/C	-5.82	2,297.06	2,391.24	-100.00
*Spectator Bus		64.90	64.90	
*Best from Masconomet	89.79	60.05	149.84	
*Kaleidoscope	1.30	127.95	129.25	
*Loquacious Linguists	29.77	8.97	38.74	
*Music - Rentals	200.29	202.50	402.79	
*Music - Reeds	27.23	55.00	82.23	
*Music - General	22.87	112.42	135.29	

Organization or Activity	Balance 1/1/63	Receipts	Expendi- tures	Balance 12/31/63
*Gondoliers	263.18		263.18	
*Student Prince	-335.37	827.25	491.88	
*Anne Frank	65.58		65.58	
*Miracle Worker	87.62	51.58	139.20	
*Two Plus One		292.54	292.54	
*Regional Review	-17.15	286.65	269.50	
*Sanitary Napkins	25.66	74.34	100.00	
*J. Ray Sponsorship		325.00	325.00	
*Student Council (Jr.)	-40.10	40.10		
*Yearbook 1962	242.79		242.79	
*Yearbook 1963	537.10	1,580.03	2,117.13	
*Little Mary Sunshine		50.00	50.00	
*Importance of Being Earnest		25.00	25.00	
TOTALS	3,870.23	19,712.60	19,762.74	3,820.09

Distribution of Assets:

Arlington Trust Company, Middleton, Savings Account	1,500.00	
Arlington Trust Company, Middleton, Checking Account	2,424.73	
Outstanding Checks	-104.64	3,820.09

*These accounts have been dissolved or combined with other accounts

Athletic Revolving Fund 1963

Balance, January 1, 1963		\$ 3,582.64
Receipts		
Basketball	\$ 861.73	
Football	1,253.30	
Gymnastics	97.35	
Track	50.00	2,262.38
Total		\$ 5,845.02
Expenditures		
Awards, letters, pins, etc	\$ 364.37	
Tickets, Supervisors, Timer	298.88	
Custodians	155.00	
Police	190.00	
Conducting Meets	45.00	
Film Purchase and Processing	210.00	
Dues, Sports Clinic, and Travel	307.50	
Equipment Purchase	72.00	
Bleacher Rental	360.00	
Miscellaneous	189.31	2,192.06
Balance, December 31, 1963		\$ 3,652.96

Driver Education Fund

As of December 31, 1963

Balance, January 1, 1963		\$ 150.00
Receipts		
Student Fees	\$ 2,680.00	
Insurance Claim	147.80	2,827.80
Total		\$ 2,977.80
Expenditures		
Instructional Salaries	\$ 2,699.99	
Refunds on Student Fees	10.00	
Repair of Damage to Driver Education Car	147.80	2,857.79
Balance, December 31, 1963		\$ 120.01

Public Law 864

As of December 31, 1963

Balance, January 1, 1963		\$ 1,957.91
Receipts		
NDEA Title III, Science Project	\$ 2,217.73	
NDEA Title 5A, Guidance	642.00	
NDEA Title III, Foreign Language	903.25	
NDEA Title 5A, Guidance	705.00	4,467.98
Total		\$ 6,425.89
Expenditures		
Transfer to PL 874 on account of NDEA		
Title II, Science Project	\$ 3,120.98	
Science Electronics, on account		
of Language Laboratory	888.00	4,008.98
Balance, December 31, 1963		\$ 2,416.91

Public Law 874

As of December 31, 1963

Balance, January 1, 1963		\$ 7,665.75
Receipts		
Transfer from PL 864 Account	\$ 3,120.98	
Federal Government	12,235.00	15,355.98
Total		\$ 23,021.73
Expenditures		
NDEA Project 3382S - Biology	\$ 2,577.95	
NDEA Project 3393S - Physics	2,368.72	
Rich and Tucker, Master Plan	10,000.00	14,946.67
Balance, December 31, 1963		\$ 8,075.06

Masconomet Regional High School Cafeteria

BALANCE SHEET

December 31, 1963

Assets

Accounts Receivable*	4,100.55		
Inventory at Cost	3,117.49		
Cash On Hand	298.35	7,516.39	

Liabilities and Net Worth

Liabilities

Accounts Payable	4,781.92		
Cash Overdraft	(1,375.05)	6,156.97	

Net Worth

1959 District				
Appropriation	2,500.00			
Deficit 1/1/63	(1,227.16)			
Profit 1/1/63 -				
12/31/63	86.58	(1,140.58)	1,359.42	7,561.39

Statement of Profit and Loss — 1/1/63 — 12/31/63

Income	49,003.78		
USDA	13,250.96		
Free Lunches	585.20	62,839.94	

Cost of Sales

Inventory 1/1/63	3,025.32		
Food Purchase	37,329.75		
	40,355.07		
Less Inventory	3,117.49		

Gross Profit on Sales 25,602.36

Operating Expenses

Wages - Adults	19,354.88	
Wages - Students	592.80	
Supplies	2,927.55	
Equipment	552.35	
Cost of Free Lunches	585.20	24,015.78
		<hr/>
		1,586.58

\$1,500.00 Loan from District to be returned immediately so actual profit is \$86.58.

* Federal Reimbursement Claim for October, November, and December 1963 due.

Statistics on the Operation January 1 through December 31, 1963

Number of Days Cafeteria Operated	177
Number of Student Lunches Served	132,412
Percentage Participation (ADA)	81.10 %
Number of Student Free Lunches:	
2,666 @ .25 = 566.50	
187 @ .10 = 18.70	\$585.20
	<hr/>
Number of Student Milk	33,351
Number of Workers: Full-time	2
Part-time	13
Students	6

1964 BUDGET

Budget 1963

\$ 28,046.00	Administration
563,457.00	Expense of Instruction
126,854.00	Other School Services
69,957.00	Operation and Maintenance of Plant
17,416.00	Fixed Charges
1,000.00	Community Services
5,030.00	Fixed Assets

Budget 1964

\$ 28,930.00
643,711.00
125,302.00
75,865.00
23,333.00
1,200.00
1,452.00

\$811,760.00 Total

\$899,793.00

1964 Apportionment of Costs

**Total Budget Requirements For Operation of
Masconomet Regional High School For 1964**

Maintenance and Operation		\$899,793.00
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Debt Retirement

1958 Bond Issue, Note Due 6/15/64	\$ 115,000.00	
1963 Bond Issue, Note Due 9/15/64	95,000.00	210,000.00

Debt Service

Interest on Maturing Debt, 1958	\$ 48,525.00	
Interest on Maturing Debt, 1963	46,250.00	104,775.00

Total Gross Budget		\$1,214,568.00
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Anticipated Receipts, 1964

Estimated Miscellaneous Receipts, 1964

1. State Reimbursement -

Construction Aid Grant

1958 Building	\$ 72,150.37	
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1963 Building (estimate)	65,238.35	\$137,388.82
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2. State Reimbursement -

Transportation		90,318.28
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3. State Reimbursement -

Special Education		8,345.00
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4. Tuition - 1964 Summer School		4,000.00
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5. Interest Earned On Construction Funds	35,000.00	
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6. From Construction Funds On Account of Expenditures For Utilities	3,500.00	
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7. Miscellaneous (Evening Use of School

Buildings, Lost Books, Student

Projects, Telephone Tolls, etc.	3,000.00	\$281,552.00
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Estimated Transfer From Surplus Revenue

(see Schedule 1)		23,548.00
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Assessment To Be Levied On Member Towns

(see Schedule 2)		909,468.00
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Total Anticipated Receipts		\$1,214,568.00
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Schedule 1 — Explanation of Transfer From Surplus Revenue

Estimated Balance In Surplus Revenue, 12/31/63	\$ 41,892.00
Estimated Excess of Misc. Receipts Over 1963 Estimates	4,146.00
Estimated Unexpended Balance From 1963 M&O Budget	22,500.00
Estimated Total	\$ 68,538.00

To Be Retained In Surplus Revenue (5 % of 899,793.00 - see note below)	44,990.00
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Estimated Amount to be Applied Toward 1964 Budget	\$ 23,548.00
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Note: By agreement with the Finance Committees of Member Towns, a reasonable ceiling for the District's Surplus Revenue Account is established at approximately 5 % of the Annual Gross Maintenance and Operating Budget.

Schedule 2 — Assessment To Be Levied On Member Towns

Under the original agreement as amended by vote of the member towns in 1961, all costs, both operational and capital, are apportioned to member towns on the basis of their respective pupil enrollments (grades 7-12) in the Regional High School compared to the total enrollment of the school on the preceding October 1st. The ratios applicable in 1964 are shown below.

Town	Enroll. 1/1/63	% of Total	For Maint. & Operation	For Debt Retirement	Total
Boxford	309	26.32	192,683.91	46,688.07	239,371.98
Middleton	388	33.05	241,953.01	58,626.16	300,579.17
Topsfield	477	40.63	297,444.80	72,072.05	369,516.85
Total	1174	100.00	732,081.72	177,386.28	909,468.00

Receipts To School District During 1963

Source	Amount
Town Assessments	
Boxford	\$209,467.44
Middleton	251,734.56
Topsfield	317,198.00
Commonwealth of Mass. - State Construction Aid Grant	72,150.37
Transportation Reimbursement	
Under Chapter 71, General Laws	94,137.30
Summer School Tuitions	3,967.44
Regular School Tuition	200.00
Special Education Reimbursement,	
Chapter 71, General Laws	4,989.49
Repayment By Cafeteria of Advance	
For Equipment Purchases	602.00
Rental Of School Property	1,375.63
Refunds Due To Claims and Overpayments	127.72
Rent Or Lease Of District Owned Property	670.20
Employee's Compensation - State Withholding Tax	46.17
Interest Earned On District Funds	2,168.75
Musical Instrument Rentals	398.54
Miscellaneous (lost textbooks, Industrial Arts Student projects, telephone, library fines, etc.)	1,210.25
Total	\$960,443.86

MASCONOMET REGIONAL SCHOOL DISTRICT

Statement of Operating Expenses For Year Ending December 31, 1963

	1963 Budget	Expended 1963	Balance Over (Under)
GENERAL CONTROL			
1 Salary of Superintendent	14,017.00	13,808.24	208.76
2 Travel Expense, Superintendent	300.00	116.81	183.19
3 Treasurer's Salary	560.00	560.00	
4 Clerical Service	9,920.00	9,879.00	41.00
5 Attendance Officer	300.00	300.00	
6 Other Expense	5,084.00	4,918.32	165.68
EXPENSE OF INSTRUCTION			
7 Teachers' Salaries	508,570.00	500,554.51	8,015.49
8 Expense of School Office	21,253.00	20,203.31	1,049.69
9 Textbooks-Films-Records	14,528.00	12,735.67	1,792.33
10 Supplies-Instructional	22,570.00	20,162.09	2,407.91
11 Handwriting	1,400.00	840.00	560.00
EXPENSE OF OPERATING SCHOOL PLANT			
12 Custodial Salaries	31,395.00	29,937.79	1,457.21
13 Fuel	7,134.00	5,402.80	1,731.20
14 Miscellaneous of Operation	17,707.00	15,783.46	1,923.54
MAINTENANCE AND REPAIRS			
15 Maintenance and Repairs	13,016.00	11,011.64	2,004.36
AUXILIARY AGENCIES			
16 Transportation	100,328.00	98,398.20	1,929.80
17 Library	5,048.00	4,614.71	433.29
18 Promotion of Health	6,667.00	6,557.90	109.10
19 Phys. Education and Athletics	6,893.00	6,184.06	708.94
20 Miscellaneous	10,890.00	12,833.83	(1,943.83)
OTHER EXPENSES			
21 Out of State Travel	1,350.00	1,260.80	89.20
22 Evening Use of School Bldg.	1,000.00	1,166.88	(166.88)
23 Summer School	6,800.00	5,792.63	1,007.37
CAPITAL OUTLAY			
24 Capital Outlay	5,030.00	4,466.60	563.40
TOTAL	811,760.00	787,489.25	24,270.75
Balance December 31, 1963			
Transferred to Surplus Revenue			24,270.75

MASCONOMET REGIONAL SCHOOL DISTRICT

Balance Sheet — December 31, 1963

GENERAL ACCOUNTS

ASSETS		LIABILITIES AND RESERVES	
CASH:		PAYROLL DEDUCTIONS:	
General	86,394.87	State Withholding	2,404.88
1958 School		Blue Cross & Blue Shield	131.36
Construction	21,339.14	Group Insurance	8.70
1963 School			2,544.94
Construction	1,424,986.42	FEDERAL GRANTS:	
	1,532,720.43	Natl. Def. Ed. PL #85-864	2,416.91
		School Aid PL #81-874	8,075.06
			10,491.97
		REVOLVING FUNDS:	
		Lunch Program	298.35
		Athletic	3,652.96
			3,951.31
		AGENCY ACCOUNTS:	
		Driver Education	120.01
		APPROPRIATION BALANCES:	
		Non-Revenue	
		1958 School Constr.	21,339.14
		1963 School Constr.	1,424,101.31
		1963 Bond Premium	885.11
			1,446,325.56
		Surplus Revenue	69,286.64
			1,532,720.43

DEBT ACCOUNTS

Net Funded or Fixed Debt		
	3,550,000.00	Serial Loan - 1963 School Construction
		School Loan - 1963 School Construction
		1,875,000.00
		1,875,000.00
	3,550,000.00	3,550,000.00

s/FRANCIS F. PERRY
District Treasurer

MASCONOMET REGIONAL SCHOOL DISTRICT

Boxford, Massachusetts

Analysis — 1963 School Construction Funds

December 31, 1963

Receipts:

Appropriation Member Towns - Planning Aid	75,000.00
Sale Of Serial Bonds	1,875,000.00
Planning Aid Reimbursement	91,548.66
Premium Received On Sale Of Bonds	5,249.81

Total Receipts	2,046,798.47
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Disbursements To Date:	621,812.05
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Balance, December 31, 1963	1,424,986.42
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The Commonwealth of Massachusetts

Department of Corporations and Taxation
Bureau of Accounts

80 Mason Street, Boston 11

April 17, 1963

Masconomet Regional District School Committee
Topsfield, Massachusetts:

Gentlemen:

I submit herewith my report of an audit of the books and accounts of the Masconomet Regional School District for the fiscal year 1962, made in accordance with the provisions of Chapter 44, General Laws. This is in the form of a report made to me by Mr. William Schwartz, Assistant Director of Accounts.

Very truly yours,

s/ARTHUR H. MacKINNON

Director of Accounts

AHM:br

MASCONOMET REGIONAL SCHOOL DISTRICT

Balance Sheet — December 31, 1963

GENERAL ACCOUNTS

ASSETS

CASH:

General

OVERDRAWN ACCOUNT:

Lunch Program

153,392.18
1,623.35

LIABILITIES AND RESERVES

PAYROLL DEDUCTIONS:

Blue Cross & Blue Shield 262.88
Group Insurance 17.98

280.86

FEDERAL GRANTS:

National Defense Education,
Public Law #85-864 1,957.91
School Aid,
Public Law #81-874 7,665.75

9,623.66

REVOLVING FUND:

Athletic Activities

3,582.64

AGENCY ACCOUNT:

Driver Education

150.00

APPROPRIATION BALANCES:

Revenue 48,593.25

Non-Revenue

School Construction 21,339.14

69,932.39

Surplus Revenue

71,445.98

155,015.53155,015.53

DEBT ACCOUNTS

Net Funded or Fixed Debt	
1,790,000.00	
<hr/>	
SERIAL LOAN:	
School Construction 1958	
1,790,000.00	
<hr/>	

"NO SCHOOL" SIGNALS

Whenever it is necessary to cancel school because of weather or hazardous driving conditions, "No School" signals are sounded on the fire alarms of the member towns. Signals sounded at 6:50 A.M. indicate there will be no school ALL DAY for all students, grades 7 - 12.

If bad weather or road conditions develop during the day it may be advisable to close school early, in which case there would be no afternoon sessions for students normally attending (Grade 7). Such notification will be given by sounding the signals at 11:00 A.M.

"NO SCHOOL" announcements are also broadcast over radio stations WESX, Salem; WHAV, Haverhill; WBZ, Boston, and over WBZ-TV, Channel 4.

Town	Signal on Fire Whistles
Boxford	3 Blasts
West Boxford	3 Blasts
Middleton	2-2-2
Topsfield	3 Blasts

Town of Middleton
REPORT AND RECOMMENDATIONS
OF THE
FINANCE COMMITTEE

TO THE ANNUAL TOWN MEETING MARCH 13, 1964

The Finance Committee herewith submits its recommendations to the Annual Town Meeting of March 10, 1964.

In the course of preparation of the budget and consideration of the special articles, the Committee has been acutely aware of the mounting tax burden and has attempted to balance the departmental requests for additional expenditures with the necessity of keeping the tax rate with reasonable limits.

It is apparent that, in 1964, we are facing the impact of both the Junior High School addition at Masconomet, as well as the new Middleton Elementary School. When the cost of new construction is coupled with operating expense, the two school systems will cost over \$560,000. this year, or approximately \$100,000. over 1963. See items 89-92 and 112-115 in the budget.

With these substantial increases in obligations as a starting point, the Committee has reviewed with each Board or Department Head the 1964 requests with exceptional care. The entire program of the Town has been reviewed and as a result many requested expenditures have not been recommended. Salary raises for part-time office officials and employees have been reduced to a reasonable level. Additional expenditures for increased town services have not been recommended. As a result, a total of \$14,000. has been pared from the budgets requested, and an additional \$18,875 in special articles has not been recommended.

A few of these deletions warrant special explanation.

Requests this year include the provision for three additional full-time men in the Fire Department and one additional full-time policeman. The Committee does not debate the advantages of the additional protection which would be afforded by creating these positions. Nor does the Committee feel that the present departments are failing in their responsibilities to the citizens of the Town. In-

deed there have been many instances in the past year where the competence and efficiency of the departments have been demonstrated again and again. However, we do not feel at this time that the town has need for such greatly expanded protection services.

Article 12 calls for the Town to appropriate \$6,500. as its share of a \$19,500. total expenditure to engage a consultant to provide a so-called Master Plan for the Town of Middleton. This Committee fully appreciates the need for planning for the Town's future orderly growth. However, we are not convinced that the amount of information to be provided by the survey is consistent with the cost. We recommend that the Planning Board contact other consultants and secure more detailed proposals with specific descriptions of the types of information that will be provided.

The Finance Committee also has been concerned for some time about the irregular salary and wage scales for elected and appointed officials and the clerical help needed to conduct the Town's business. It is recommended that the problem be surveyed this year with the objective of comparing jobs and responsibilities and implementing these findings with suitable salary schedules to provide for an orderly pattern of increments.

Again the Committee would like to urge all residents to attend its open meetings before each regular and special Town Meeting. At these meetings, which are well attended by the town officials, there is ample opportunity to ask questions and determine the scope of the problem before the Town Meeting. In this way, we believe, the voters can have the opportunity to discuss and judge the facts and reach a conclusion before voting.

The Committee would like to thank all town officials and officials who have been extremely cooperative and helpful in meeting with the Committee and discussing their requests.

In closing we wish to urge as many citizens as possible to attend the Town Meeting on March 10, 1964. With a substantial tax increase likely this year, it is essential that as many people as possible take the opportunity to exercise their rights and participate in determining the program of the Town for the year.

Respectfully submitted,

J. RUSSELL WALLEN, Chairman
LAURA M. DANSEREAU, Secretary
RICHARD J. FITZPATRICK
ROBERT E. KELLEY
RICHARD M. MURPHY

ANNUAL TOWN WARRANT

March 10, 1964

ARTICLE 1. To hear and act on Committee Reports.

ARTICLE 2. To see if the Town will vote to authorize the Town Treasurer, with the approval of the Selectmen, to borrow from time to time in anticipation of the revenue of the financial year beginning January 1, 1964, and to issue a note or notes therefor payable within one year, and to renew such note or notes as may be give for a period of less than one year, in accordance with Chapter 44, Section 17 of the General Laws.

Recommended

ARTICLE 3. To fix the compensations of elected officers, provide for a Reserve Fund, and to determine what sums of money the Town will raise and appropriate, including appropriations from available funds to defray charges and expenses of the Town, including debt and interest, for the ensuing year.

Committee recommendation set forth in Schedule A

ARTICLE 4. On petition of John Spottiswood and others to see if the Town will vote under Massachusetts General Laws (Ter. Ed.) Chapter 121, Section 26K, as amended, to establish a Housing Authority and in that connection to make any and all determinations deemed necessary or desirable, and take any action in relation thereto.

No Recommendation Required.

ARTICLE 5. On petition of the Board of Selectmen, to see if the Town will vote to grant a Stabilization Fund in accordance with Chapter 40, Section 5B of the General Laws, as amended, and to appropriate and transfer sums of money from time to time to and from such fund.

Recommended

ARTICLE 6. On petition of the Board of Electric Light Commissioners, to see if the Town will vote to accept the sum of

\$11,500.00 from the earnings of the Electric Light Department; said sum to be used for the reduction of taxes.

Recommended

ARTICLE 1. On petition of the Board of Electric Light Commissioners, to see if the Town will vote to install 12 (twelve) street lights in the Brigadoon Subdivision off South Main Street: these lights to be installed on the existing developed streets, and to appropriate the sum of \$1,200.00 for the purchase of materials to install these fixtures; said amount to be taken from the earnings of the Electric Light Department.

Not Recommended

ARTICLE 8. On petition of the Selectmen, to see if the Town will vote to authorize the Selectmen to acquire by purchase, take by eminent domain or otherwise acquire in fee by the Town, certain parcels of land situated on the northerly and southerly side of Mt. Vernon Street, as is more minutely described on "Plan of a Portion of Mt. Vernon Street from King Street Southwesterly in the Town of Middleton, Massachusetts, dated May, 1963, Holt & Goodwin, Land Surveyors." on file in the Town Clerk's office, for use as highway and public utility purposes; and to raise and appropriate the sum of \$1,000 for the purpose of such acquisition and land damages, said amount to be taken from available funds.

Recommended

ARTICLE 9. On petition of the Board of Health, to see if the Town will vote to appropriate \$365.00 as the Town's share for the support of a Child Guidance Clinic for the Mental Health Association of the North Shore.

Recommended

ARTICLE 10. On petition of the Board of Water and Sewer Commissioners, to see if the Town will vote to have the Moderator appoint a Committee to study the report of Whitman & Howard, Engineers, in regard to a Town Water System and any other facts and information which may be available. This committee to be appointed as follows: Board of Water Commissioners, three members; one member each from the following Boards: Selectmen, Planning Board, Industrial Development Commission and two other Citizens of the Town; and to appropriate the sum of \$400.00 for expenses of this Committee, said sum to be taken

from the Water Department Account; this committee to report back its actions and recommendations at a Town Meeting not later than the Annual Town Meeting, 1965; or to take any other action thereto.

Recommended

ARTICLE 11. On petition of the Fire Chief, to see if the Town will vote to raise and appropriate the sum of \$12,375.00 to pay the salaries of three (3) permanent men for the Fire Department; said men to start work the first week in April, 1964.

Not Recommended

ARTICLE 12. To see if the Town will vote to raise and appropriate to the Planning Board the sum of six thousand, five hundred dollars (\$6,500.00) to be used to prepare a Master Plan that will include land use, population, economic base, and so forth; said sum of money will be used in conjunction with matching funds, if available, through the Housing Act of 1954, Title VII, Section 701, as amended, or take any other action thereto.

Not Recommended

ARTICLE 13. On petition of the Selectmen and the Chief of Police, to see if the Town will vote to have the Moderator appoint a committee of five (5) citizens to investigate the advisability of a town-owned police station and lock-up in the Town of Middleton; one member of said committee to be the Chief of Police.

No Recommendation Required.

ARTICLE 14. On petition of the Board of Selectmen, to see if the Town will vote to rescind Article 11 of the Special Town Meeting of November 14, 1961 which reads as follows: "To see if the Town will vote to raise and appropriate to the Water Department the sum of \$42,000. for laying and installing a 12-inch water main at South Main Street, extending from Boston Street in a southerly direction 3,800 feet, more or less, said sum to be raised and appropriated in the following manner: The sum of \$27,000. received by the Town under Article 10 be appropriated to the Water Department, the sum of \$15,000. to be raised by borrowing and appropriated to the Water Department, and to authorize the Selectmen to issue bonds or notes in the amount of \$15,000. for a period not to exceed 10 years. Bonding

authority has been granted by two different Town Meetings for the same appropriation.

Recommended

ARTICLE 15. On petition of the Board of Selectmen to see if the Town will vote to accept the provisions of Chapter 478, Acts of 1963, which would increase the amount of pension and retirement allowances paid to certain former public employees.

Recommended

ARTICLE 16. On petition of the Board of Selectmen, to see if the Town will vote to add to the Town By-Laws, Part One Chapter VII, the following:

Section (4)

- a. In all the territory of the Town known as Residence Zone "B" there shall be allowed one number to every 125 feet along the line of each side of the street.
- b. In all the territory of the Town known as Residence Zone "A" there shall be allowed one number to every 75 feet along the line of each side of the street.
- c. In all the territory of the Town known as Business District, Limited Commercial District, or Commercial District there shall be allowed one number to every 25 feet along the line of each side of the street.
- d. On all streets running north or south, numbering shall begin at the end nearer the Memorial Hall, odd numbers to the right, even numbers to the left, and all minor lateral streets shall be numbered from one up starting from the traveled way from which they originate, odd numbers to be on the right, even numbers to be on the left.
- e. Streets originating from Main Street shall be numbered from one up, easterly or westerly, from the point of origin, odd numbers to be on the right, even numbers to be on the left.
- f. Streets lying east and west of Main Street but not originating therefrom shall be numbered from the end nearer the Memorial Hall.
- g. In all cases odd numbers shall be on the right and even numbers on the left from the point of origin.
- h. In calculating frontages for numbering there shall be included the width of abutting or intersecting streets and all intervening streets and all intervening parks or public property.

- i. The Building Inspector shall be responsible for keeping of all records in regard to house numbers, and he shall be the only person authorized to issue house numbers. Where rules (4) a. through (4) h. are obviously inappropriate the Building Inspector shall be guided by a general policy of having a number system begin at the end of the street nearest the center of Town, or nearest the principal traveled way. In all cases the Building Inspector shall have the power to exercise discretion and his decision shall be final.

No Recommendation Required

SCHEDULE "A" — 1963 BUDGET

GENERAL GOVERNMENT — 2.63% OF TOTAL

Item No.	Item	Average Expended 1960-1961	1963 Expended	Recommended 1964
	Moderator			
1.	Salary	\$ 50.00	\$ 50.00	\$ 50.00
	Finance Committee			
2.	Expenses	45.67	46.50	100.00
	Selectmen			
3.	Salaries	1,500.00	1,500.00	1,500.00
4.	Expenses	456.16	615.96	700.00
5.	Clerk	450.00	450.00	525.00
	Accountant			
6.	Salary	1,600.00	1,800.00	1,800.00
7.	Expenses	121.95	190.31	200.00
	Treasurer			
8.	Salary	1,600.00	1,800.00	1,800.00
9.	Clerical	333.33	400.00	200.00
10.	Expenses	714.25	553.54	800.00
11.	Tax Titles	909.57	1,200.00	1,200.00
	Collector			
12.	Salary	1,933.33	2,200.00	2,200.00
13.	Clerk	840.00	840.00	936.00
14.	Expenses	1,041.17	1,127.71	1,182.00
15.	Equipment			300.00
	Assessors			
16.	Salaries	1,800.00	1,800.00	1,800.00
17.	Clerk	666.67	1,000.00	1,000.00
18.	Expenses	802.02	793.86	800.00
	Town Counsel			
19.	Salary	1,000.00	1,200.00	1,200.00
20.	Expenses	132.81	332.50	500.00
	Clerk			
21.	Salary	700.00	700.00	800.00
22.	Expenses	348.88	346.29	350.00
	Elections and Registrations			
23.	Salaries	333.33	200.00	400.00
24.	Expenses	1,382.43	1,009.76	1,880.00
	Planning Board			
25.	Expenses	224.48	353.63	750.00
	Town Hall			
26.	Salary	480.00	480.00	480.00

Item No.	Item	Average Expended 1960-1961	1963 Expended	Recommended 1964
27.	Expenses	808.82	872.71	900.00
28.	Special			500.00
	Memorial Hall			
29.	Salary	480.00	480.00	600.00
30.	Expenses	2,164.58	2,262.13	2,200.00
31.	Special	313.29	1,573.01	500.00
	Industrial Development Commission			
32.	Expense			300.00
	Totals		26,177.91	28,453.00

PUBLIC SAFETY — 4.23% OF TOTAL

	Constable			
33.	Salary	35.00	35.00	35.00
	Police			
	Chief's			
34.	Salary	5,546.67	5,980.00	6,240.00
	Sergeant's			
35.	Salary		4,940.00	5,200.00
36.	Wages	4,952.25	3,495.35	4,000.00
37.	Expenses	2,991.99	3,686.61	4,110.00
	Fire			
	Chief's			
38.	Salary		5,720.00	5,720.00
39.	Salaries	3,290.13	2,292.25	2,800.00
40.	Expenses	9,780.45	11,422.98	11,310.00
	Building Inspector			
41.	Salary	500.00	500.00	600.00
42.	Expenses	200.00	253.50	250.00
	Board of Appeals			
43.	Expenses	500.24	346.00	500.00
	Wire Inspector			
44.	Salary	300.00	300.00	300.00
45.	Expenses	130.00	130.00	140.00
	Civil Defense			
46.	Expenses	90.50	93.00	100.00
	Sealer of Weights and Measures			
46.	Salary	175.00	175.00	175.00
48.	Expenses	75.00	75.00	75.00
	Gas Inspector			
49.	Salary		100.00	100.00

Item No.	Item	Average Expended 1960-1961	1963 Expended	Recommended 1964
50.	Expenses		19.86	75.00
	Plumbing Inspector			
51.	Salary			100.00
52.	Expenses			75.00
	Forestry			
53.	Expenses	1,689.39	1,483.63	1,500.00
54.	Moth	1,191.27	1,180.15	625.00
55.	Dutch Elm	1,498.03	1,498.50	1,000.00
56.	New Trees	296.00	227.50	300.00
	Dog Officer			
57.	Salary	133.33	200.00	200.00
58.	Expenses	163.37	173.31	200.00
Totals			48,327.64	45,730.00

HEALTH AND SANITATION — .073% OF TOTAL

	Board of Health			
59.	Salary	320.00	320.00	320.00
60.	Expenses	2,596.42	3,674.36	3,250.00
	Dental Clinic			
61.	Expenses	1,150.39	1,298.99	1,500.00
	Community Health Program			
62.	Expenses	2,500.00	2,500.00	2,500.00
	Inspector of Animals			
63.	Salary	200.00	200.00	200.00
64.	Expenses	100.00	100.00	100.00
	Inspector of Slaughtering			
65.	Salary	50.00	50.00	50.00
Totals			8,143.35	7,920.00

HIGHWAY DEPARTMENT — 6.85% OF TOTAL

66.	Road Machinery Account			
	(From Road Machinery Fund)	4,278.20	5,049.66	5,000.00
67.	Highway Surveyor Salary			
	(From Available Dept. Funds)	5,026.67	5,460.00	5,720.00
68.	Highway Expenses	8,043.25	8,752.50	10,190.00
69.	Chapter 81	5,875.00	5,875.00	5,875.00
70.	Chapter 81 State*	9,075.00	9,075.00	9,075.00
71.	Chapter 90 Construction	3,833.33	3,500.00	3,500.00

Item No.	Item	Average Expended 1960-1961	1963 Expended	Recommended 1964
72.	Chapter 90 County and State*	11,283.75	10,500.00	10,500.00
73.	Chapter 90 Maintenance	2,000.00	2,000.00	2,000.00
74.	Chapter 90 State*	1,000.00	1,000.00	1,000.00
75.	Snow Removal	14,779.14	18,412.60	14,000.00
76.	Storm Drains	1,082.59	993.19	1,000.00
77.	Street Lighting	5,333.33	5,500.00	6,000.00
Totals			65,608.29	63,140.00

* Amount to be taken from surplus revenue, and when received from State and County, Reimbursement to be returned to Surplus Revenue.

CHARITIES — 5.01% OF TOTAL

78.	Welfare District			
	Administration	1,737.00	2,074.30	2,115.00
	Public Welfare			
79.	Salaries	866.66	900.00	900.00
80.	Expenses	90.73	58.90	150.00
81.	General Relief	5,224.44	5,109.89	5,000.00
82.	Old Age Assistance	17,019.89	9,500.00	8,500.00
83.	Medical Aid for Aged	9,986.80	19,000.00	20,000.00
84.	Aid Dependent Children	5,774.87	6,000.00	13,500.00
85.	Disability Assistance	4,804.72	8,000.00	4,000.00
Totals			50,643.09	54,165.00

VETERANS' SERVICES — .08% OF TOTAL

	Veteran's Agent			
86.	Salary	250.00	250.00	250.00
87.	Expenses			50.00
88.	Veterans' Aid	9,855.43	9,892.50	9,000.00
Totals			10,142.50	9,300.00

Item No.	Item	Average Expended 1960-1961	1963 Expended	Recommended 1964
SCHOOL DEPARTMENT — 49.03% OF TOTAL				
Elementary Schools				
89.	Salaries	127,672.06	160,217.28	177,071.00
90.	Expenses	35,953.78	49,892.12	50,665.00
91.	Sup't. out of State Travel		146.20	200.00
92.	Masconomet Regional School District	228,092.22	251,734.56	300,579.17
93.	Vocational Education	380.96	101.10	600.00
	Totals		462,091.26	529,115.17
LIBRARY DEPARTMENT — .05% OF TOTAL				
94.	Salaries	2,430.64	3,142.86	4,280.00
95.	Expenses	2,744.62	2,698.10	1,200.00
96.	Plus Dog Tax			
	Totals		5,840.96	5,480.00
RECREATION — .02% OF TOTAL				
97.	Park Expenses	1,396.83	1,400.00	1,400.00
98.	East Street Pool		513.80	400.00
99.	New Equipment		297.61	250.00
	Totals		2,211.41	2,050.00
CEMETERIES — .07% OF TOTAL				
100.	Commissioners Salaries	60.00	60.00	60.00
101.	Supt. of Burials Salary	30.00	30.00	30.00
102.	Expenses	6,266.64	6,100.00	6,310.00
103.	Opening Graves	1,354.97	1,320.00	1,400.00
	Totals		7,510.00	7,800.00
UNCLASSIFIED — 2.96% OF TOTAL				
104.	Retirement Assessment	5,972.14	8,874.73	11,904.65
105.	Printing Town Reports	1,512.53	1,748.60	1,900.00
106.	Memorial Day Insurance	471.60	472.40	500.00
107.	General	6,497.56	5,360.80	6,675.00
108.	MV Liability	2,339.23	3,022.63	2,825.00

Item No.	Item	Average Expended 1960-1961	1963 Expended	Recommended 1964
109.	Group	1,006.48	1,016.76	600.00
110.	Blue Cross-Blue Shield	5,674.25	6,280.59	4,000.00
111.	Christmas Lighting	30.21	47.03	50.00
112.	Reserve Fund	1,949.97	1,626.40	3,000.00
Totals			28,449.94	31,454.65

MATURING DEBT & INTEREST — 6.16% OF TOTAL

113.	School Addition Loan			
	1950	10,000.00	10,000.00	10,000.00
114.	School Addition Loan			
	1956	10,000.00	10,000.00	10,000.00
115.	New School			27,000.00
116.	Interest	7,437.66	5,903.61	19,000.00
Totals			25,903.61	66,000.00

PUBLIC SERVICE ENTERPRISES — % OF TOTAL

Water Department

117.	Salaries	400.00	450.00	450.00
118.	Expenses	130.46	132.81	225.00
119.	Maintenance	1,978.31	1,043.87	2,000.00
120.	Debt Repayment		20.00	2,200.00
Totals			1,646.68	4,875.00

Electric Department

121.	Salaries	10,445.33	11,780.00	11,780.00
122.	Wages	19,944.58	22,826.40	24,000.00
123.	Energy	124,768.98	130,771.90	145,000.00
124.	Expenses	19,500.21	19,963.97	20,000.00
125.	Line Clearance	877.20	1,077.30	1,800.00
126.	Depreciation	11,822.68	19,782.42	20,000.00
127.	Emergency Fund	333.33		1,000.00
Totals			206,201.99	223,580.00
Totals			207,841.67	228,455.00

Grand Totals

948,898.63 1,079,062.82

[illegible]

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